

# AGENDA FOR THE REGULAR MEETING OF THE FINANCE / PERSONNEL COMMITTEE

Date and Time: Tuesday, August 11, 2020 6:00 P.M.

**Location:** City Hall, Committee Room #205, 101 South Blvd. Baraboo

Members Noticed: Joel Petty, Scott Sloan, Jason Kent

Others Noticed: Department Heads (agenda only), Interim City Admin. E. Geick, M. Palm, B.

Zeman, Post at Library, Media, Andrea Jansen (Baker Tilly)

This meeting is open to the public. Because of the COVID-19 pandemic, any person appearing in person is strongly required to wear a mask and practice social distancing.

MEMBERS not attending must notify the Chairperson at least 24 hours before the meeting.

## 1. <u>Call Meeting to Order</u>

- a. Roll Call of Membership
- b. Note compliance with Open Meeting Law
- c. Approve July 28, 2020 minutes
- d. Approve agenda

## 2. Action Items

- a. Accounts Payable Review and recommendation to Common Council on paying \$681,009.41.
- b. **Baraboo Transit Rates** Review and recommendation to Common Council to consider approving the Baraboo Transit Updated Rates. (Haggard)
- c. Civic Center Rent Review and recommendation to Common Council to consider request by Stage III Theater to waive April and May Civic Center rent due to building closure from COVID-19 restrictions (Hardy)
- d. Sale of Property Review and recommendation to Common Council to sell City owned property (2.1 acre vacant lot on Lake Street) to Driftless Glen Distillery. (Geick)
- e. Employee COVID-19 Policy Review and recommendation to Common Council to adopt the City of Baraboo Employee COVID-19 Policy into the Employee Policy & Procedure Handbook. (Geick)

### 3. Presentations

- Presentation by Andrea Jansen from Baker Tilly Virchow Krause, LLP will present the City's 2019 Audit Report.
- Presentation by Cynthia Haggard, Finance Director on 2021 Budget Planning reviewing 2021 Debt, Levy, Revenue Forecast, Positions and Wage Projections, Council Priorities and Capital Planning.

### 4. <u>Information Items</u>

- Attorney Insurance Claims Report:
  - o Denial of claim submitted by K. Dervetski for damage to motor vehicle.
- 5. <u>Adjournment</u>

Joel Petty, Chairperson

Agenda prepared by D. Munz & posted on 08/07/2020

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 101 South Blvd., Baraboo, WI or phone (608) 355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

## Finance/Personnel Committee-Dennis Thurow Committee Room, #205

July 28, 2020

Members Present: Petty, Sloan, Kent

Absent:

Others Present: Mayor Palm, Adm. Geick, Atty. Truman, B. Zeman, C. Haggard, P. Cannon, K. Stieve, M. Willer

<u>Call to Order</u> –Ald. Petty called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Sloan to approve the minutes of July 14, 2020 and carried unanimously. Moved by Sloan, seconded by Kent to approve the amended agenda, removing item "d" Facility Use Agreement, and carried unanimously.

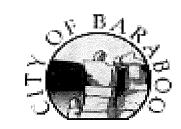
## **Action Items**

- a) <u>Accounts Payable</u> Moved by Kent, seconded by Petty to recommend to Council for approval of the accounts payable for \$677,155.81. Motion carried unanimously.
- **b)** <u>2<sup>nd</sup> Qtr. Budget Amendments</u> The Committee reviewed the 2<sup>nd</sup> Qtr. Budget Amendments. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- c) <u>TID Districts</u> P. Cannon explained that we would overlay TID #7, Teels, with TID #11 which would then be able to capture the increment from the potential hotel and developments in that area. It would be used for a couple different purposes, the first one being economic development incentives in that area and the second purpose would be as a donor for TID #8, the downtown river front area. We do have an economic development potential with the Three Amigos and their proposed apartment complex which would then be able to donate, TID #10 which would be overlay of TID #8, back to TID #8 and then TID #11 would also be able to donate back to TID #8. We would also have the ability to use the TID #11 increment for economic development incentive to the Three Amigos property. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- **d)** <u>Facility Use Agreement</u> This item was removed from the agenda and will be presented at the next Finance/Personnel Committee.
- e) <u>Breathing Apparatus Purchase</u> K. Stieve noted that the 2020 budget included \$289,000 for the purchase of a new Self Contained Breathing Apparatus (SCBA) which would be used for confined space type rescue and associated fittings for trucks. Through the evaluation of 9 members from the Fire Department, it was determined that they choose the MSA G1 SCBA. It was more expensive than the Scott SCBA but the SCBA is the second most important piece of personal protective equipment. The Fire Department is requesting to purchase 32 MSA-G1 SCBA for \$288,134. The old equipment will be sold and the money put back into the equipment replacement fund. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.

## **Information Items**

- a) 2<sup>nd</sup> Qtr. Financial Statements
- b) 2<sup>nd</sup> Qtr. Baraboo transit Service Financial Statements

<u>Adjournment</u> – Moved by Sloan, seconded by Kent and carried to adjourn at 6:32pm. Brenda Zeman, City Clerk



## City of Baraboo, Wisconsin

Finance Department 101 South Boulevard Baraboo, WI 53913

August 11, 2020

The Council lists attached are check registers described in summary below:

Category	Total	Accounts Payable Run Date
General	316,312.89	August 7, 2020
General	18,058.22	August 4, 2020
Utility	346,123.08	July 31, 2020
ACH	515.22	July 31, 2020
Payroll Remittance Checks	-	
Department Purchasing Cards	-	
Total expenditures \$	681,009.41	•

Page:

Check Register - General CITY OF BARABOO Aug 07, 2020 10:53AM Check Issue Dates: 8/7/2020 - 8/7/2020 Invoice Check Description Invoice Invoice Date Check Check Amount GL Account Number Number Pavee Issue Date 190267 07/30/2020 PW-TRAFFIC SIGNALS JUL 202 100-31-53300-222-000 188 65 190267 ALLIANT ENERGY 015803-0730 08/07/2020 086392-0730 07/30/2020 PW-STREET LIGHTS JUL 2020 240-31-53420-222-000 1.402.34 ALLIANT ENERGY 08/07/2020 190267 PW-STREET LIGHTS JUL 2020 240-31-53420-222-000 8,348.83 281633-0730 07/30/2020 ALLIANT ENERGY 08/07/2020 190267 908384-0730 07/30/2020 PW-BRIAR ST ELEC AUG 2020 100-31-51630-222-000 20.27 08/07/2020 190267 ALLIANT ENERGY 100-31-51630-222-000 72.42 908384-0730 07/30/2020 PW-POTTER ST ELEC AUG 202 08/07/2020 190267 ALLIANT ENERGY 100-31-51630-223-000 17.20 908384-0730 07/30/2020 PW-BRIAR ST HEAT AUG 2020 08/07/2020 190267 ALLIANT ENERGY 10,049.71 Total 190267: 190268 2,000.00 07/22/2020 PW-REVOLVER TROMMEL REN 100-31-53650-270-000 ARING EQUIPMENT CO. I R44300 08/07/2020 190268 07/27/2020 PW-REVOLVER TROMMEL REN 2,000.00 100-31-53650-270-000 190268 ARING EQUIPMENT CO. I R44322 08/07/2020 4,000.00 Total 190268: 190269 12,930.85 190269 BADGER SPORTING GO 07/23/2020 PK-PIERCE (3) SCOREBOARDS 870-52-55200-861-000 AAS004008-08/07/2020 07/23/2020 PK-PIERCE PARK SCOREBOAR 870-52-55200-861-000 1,497.00 190269 BADGER SPORTING GO AAS004011-08/07/2020 14,427.85 Total 190269: 190270 01/01/2020 CITY-7/1/2020 AMBULANCE LEV 100-10-52300-720-000 162,310.50 190270 BARABOO DISTRICT AM BD 2020-2 08/07/2020 162,310.50 Total 190270: 190271 100-52-55200-250-000 62.49 190271 BARABOO POWER EQUI 80450 07/22/2020 PK-WEED WACKER PARTS 08/07/2020 62.49 Total 190271: 190272 100-31-53300-365-000 210.00 07/30/2020 PW-SIGNAL COVERS 190272 BARABOO TENT & AWNI 7302005 08/07/2020 210.00 Total 190272: 190273 07/17/2020 PD- BW CAMERA ADAPTER PLA 100-20-52110-392-000 78.00 EQUIPINV\_0 08/07/2020 190273 BAYCOM, INC. 78.00 Total 190273: 190274 08/04/2020 PD- NEW SQUAD CHANGEOVE 100-20-52110-814-000 9,229.31 190274 BELCO VEHICLE SOLUTI 5374 08/07/2020 9.229.31 Total 190274: 190275 07/30/2020 REC-THEATER INSTRUCTOR 200.00 100-53-55300-215-160 080420 190275 Brant, Nina 08/07/2020 200.00 Total 190275: 190276 118.77 950-36-81000-350-000 190276 BROOKS TRACTOR INC. S98273 04/08/2020 PW-#88 FUEL PUMP 08/07/2020

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08/07/2020 19028 08/07/2020 19028 08/07/2020 19028 08/07/2020 19028 08/07/2020 19028 08/07/2020 19028		301217856-0	07/17/2020	FIN-JULY 2020 PHONE	100-11-51500-220-000	37.9
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08/07/2020 19028		301217856-0	07/17/2020	CDA-JULY 2020 PHONE	100-00-15980-000	37.9
08/07/2020 19028		301217856-0	07/17/2020	UTILITIES-JULY 2020 PHONE	100-00-15640-000	53.1
08/07/2020 19028		301217856-0	07/17/2020 07/17/2020	ASSESSOR-JULY 2020 PHONE	100-11-51530-220-000	15.1
08/07/2020 19028	0 CENTURYLINK	301217856-0	07/17/2020	TREAS-JULY 2020 PHONE	100-11-51520-220-000	22.7
08/07/2020 19028 08/07/2020 19028		301217856-0 301217859-7		CC-PHONE	100-52-55130-220-000	83.2

Page: 3

Check Register - General CITY OF BARABOO Aug 07, 2020 10:53AM Check Issue Dates: 8/7/2020 - 8/7/2020 Check Invoice Date Description Invoice Invoice Check Check GL Account Amount Number Issue Date Number Payee 100-52-55410-220-000 12.87 07/17/2020 ZOO-PHONE 301217859-7 08/07/2020 190280 CENTURYLINK 100-53-55420-220-000 57.52 07/17/2020 POOL-PHONE 301217859-7 08/07/2020 190280 CENTURYLINK 07/17/2020 AIR-JULY 2020 PHONE 630-35-53510-220-000 61.57 301300963-0 08/07/2020 190280 CENTURYLINK 1,079.68 Total 190280: 190281 160,00 07/14/2020 PD- HATS FOR COMMAND STA 100-20-52110-392-000 190281 CHECKERED FLAG EMB 18179 08/07/2020 25.00 07/14/2020 PD- KLEIN(SANFORD) UNIFOR 100-20-52110-346-000 CHECKERED FLAG EMB 18179 190281 08/07/2020 185.00 Total 190281: 190282 07/21/2020 PW-SHOP TOWELS, MOP FRAM 100-31-53270-340-000 128,20 190282 CINTAS CORPORATION # 4056440275 08/07/2020 100-11-51640-260-000 20.50 190282 CINTAS CORPORATION # 4057021418 07/28/2020 CITY-MATS 08/07/2020 07/28/2020 PW-SCRAPER MATS; GRY MAT; 66.60 100-31-53270-340-000 08/07/2020 CINTAS CORPORATION # 4057021432 44.18 100-21-51610-260-000 07/29/2020 FD - RUGS 08/07/2020 190282 CINTAS CORPORATION # 4057193821 100-11-51640-260-000 20.50 08/04/2020 CITY-MATS 190282 CINTAS CORPORATION # 4057672619 08/07/2020 08/04/2020 PW-MATS, MOPS, TOWELS, UNI 100-31-53270-340-000 128.20 190282 CINTAS CORPORATION # 4057672702 08/07/2020 47.00 07/30/2020 PW-CABINET ORGANIZED 100-31-53270-340-000 190282 CINTAS CORPORATION # 5022882007 08/07/2020 455.18 Total 190282: 190283 07/20/2020 PD - CLANCY JUNE SUPPORT F 100-20-52110-270-000 408.48 BW2006 190283 CLANCY SYSTEMS 08/07/2020 408.48 Total 190283: 190284 07/16/2020 ADMIN-DRUG TEST: CARLSON; 100-14-51430-217-000 351.00 190284 COMPLIANCE SERVICES 38073 08/07/2020 351.00 Total 190284: 190285 100-31-51630-350-000 56.17 190285 CONTRACTOR SUPPLY 21017 07/27/2020 PW-TIN BUILDING REPAIR 08/07/2020 56.17 Total 190285: 190286 07/31/2020 PK-LOWER OCHSNER PORTAP 870-52-55200-300-000 260.00 190286 COUNTRY PLUMBER INC 723108 08/07/2020 260.00 Total 190286: 190287 100-31-53300-379-000 537.93 190287 D.L. GASSER CONSTRU 5000022951 07/31/2020 PW-HOT MIX PATCHING 08/07/2020 537.93 Total 190287: 190288 07/15/2020 PW-YELLOW SUPERLINE - 5 GA 100-31-53300-368-000 2.092.00 190288 DIAMOND VOGEL PAINT 255175624 08/07/2020 2,092.00 Total 190288: 190289 07/30/2020 FD - CAR 1 SERVICE, OIL& TIRE 54.54 100-21-52200-240-000 08/07/2020 190289 DON LARSON CHEVROL 191374

			Aug	Page: Aug 07, 2020 10:53/			
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Total 19	90289:						54.54
1 <b>90290</b> 08/07/2020	190290	ENVIROTECH EQUIPMEN	20-0013261	06/01/2020	PW-JOHNSTON CENTER BROO	950-36-81000-350-000	1,147.70
Total 19	90290:						1,147.70
1 <b>90291</b> 08/07/2020	190291	FARRELL EQUIPMENT &	1105675	06/19/2020	PW-CAUTION TAPE	100-31-53230-340-000	419.40
Total 19	90291:					·	419.40
190292							
08/07/2020	190292	FASTENAL COMPANY	WIBAR22125	07/13/2020	PW-8' YEL FBRGLAS SIGN SHO	100-31-53300-364-000	124.60
08/07/2020	190292	FASTENAL COMPANY	WIBAR22151	07/23/2020	PW-LARGE GLOVES	100-31-53230-319-000	45.16
08/07/2020		FASTENAL COMPANY	WIBAR22151	07/23/2020	PW-QUIET BAND EAR PLUGS	100-31-53230-319-000	64.96 455.00
08/07/2020		FASTENAL COMPANY	WIBAR22154	07/24/2020	FD - SAFETY GLASSES (35)	100-21-52200-346-000	689.72
Total 1	90292:						
<b>90293</b> 08/07/2020	190293	FIRE & SAFETY II INC.	MB007141	07/14/2020	PD- EXTINGUISHER INSPECTIO	100-20-52110-250-000	35.00
Total 1	90293:						35.00
190294	400004	FIDET CALL	2366-471864	07/13/2020	PW-SCRATCH-FIX (SHOP)	100-31-53240-350-000	33.98
08/07/2020		FIRST CALL	2300-47 1004	0//10/2020	* W-OOKATON-FIN (OHO)	100 01 00210 000 000	33.98
Total 1	90294.						
190295			10000105.00	07/00/0000	PW - STORMWATER JOINT SEA	950-36-83100-340-000	49.00
08/07/2020		FIRST SUPPLY LLC MADI	12003135-00 12296643-00	07/30/2020 07/24/2020	PW - STORMWATER RINGS/BA	950-98-10154-001	9,989.00
08/07/2020 08/07/2020			12296643-01	07/31/2020		950-98-10154-001	1,870.00
Total 1	90295:						11,908.00
190296					DD OUWON 544 UNDERGUIDT	400 00 50440 246 000	155,95
08/07/2020 08/07/2020	190296 190296	GALLS QUARTERMASTE GALLS QUARTERMASTE	016035602 016100979	07/10/2020 07/21/2020	PD- SHIMON 511 UNDERSHIRT PD- DEFIEL MULTI-TOOL, KNIFE	100-20-52110-346-000 100-20-52110-346-000	549.04
Total 1	90296:						704.99
190297							
08/07/2020	190297	GEICK, EDWARD	2020-1	08/03/2020	ADMIN-JULY SERVICES 2020	100-14-51400-215-000	6,882.75
08/07/2020	190297	GEICK, EDWARD	2020-1	08/03/2020	ADMIN-JULY TRAVEL 2020	100-14-51400-330-000 630-35-53510-215-000	15.70 375.00
08/07/2020	190297	GEICK, EDWARD	2020-1	08/03/2020	ADMIN-JULY AIRPORT SERVICE	030-33-933 10-2 13-000	
Total 1	90297:						7,273.45
<b>190298</b> 08/07/2020	190298	GERBER LEISURE PROD	7096	07/27/2020	PK-(2) RIVERWALK BENCHES	870-52-55200-861-000	3,402.00
Total 1	90298-						3,402.00

CITY OF BAR	ABOO		Check	Check Registe Issue Dates: 8	er - General /7/2020 - 8/7/2020	Aug	Page: 5 g 07, 2020 10:53AM	
Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount	
190299 08/07/2020	190299	GILMAN, TONY	JUNE2020	06/30/2020	PW-MILEAGE FOR APR 1- JUNE	100-31-53230-330-000	697.48	
Total 19	90299:						697.48	
1 <b>90300</b> 08/07/2020	190300	GLOBAL EQUIPMENT CO	116330693	07/28/2020	PK-HAND DRYERS - MAXWELL	100-52-55200-260-000	478.00	
Total 19	90300:					-	478.00	
1 <b>90301</b> 08/07/2020	190301	GREEN, DIANE	11796	07/28/2020	PK-SHELTER REFUND 8/15	100-52-46720-000	80.00	
Total 19	90301:						80.00	
1 <b>90302</b> 08/07/2020	190302	H J PERTZBORN PLUMBI	43005	07/31/2020	PW-QUARTERLY SPRINKLER IN	100-31-53270-260-000	110.00	
Total 19	90302:					,	110.00	
190303 08/07/2020 08/07/2020	190303 190303	HANSEN FABRICATION HANSEN FABRICATION	507080 507080	07/30/2020 07/30/2020	ZOO-ENTRANCE SIGNS ZOO-SIGN PAINTING	250-52-55410-861-000 250-52-55410-861-000	3,327.98 800.00	
Total 1	90303:						4,127.98	
<b>190304</b> 08/07/2020	190304	HARTJE TIRE & SERVICE	40-75424	07/09/2020	PW-#18 TIRES, VALVE STEMS;	100-31-53240-341-000	1,155.28	
Total 1	90304:						1,155.28	
1 <b>90305</b> 08/07/2020	190305	HM REPAIRS & SERVICE	8075	07/27/2020	PW-#83 DEF SENSOR	100-31-53635-240-000	524.70	
Total 1	90305:						524.70	
190306 08/07/2020 08/07/2020		J & J UNDERGROUND LL J & J UNDERGROUND LL		07/31/2020 07/31/2020		430-30-57330-821-000 950-00-10107-001	22,068.50 12,439.30	
Total 1	90306:						34,507.80	
<b>190307</b> 08/07/2020	190307	JAMES, KATHERINE	080420	07/30/2020	REC-THEATER INSTRUCTOR	100-53-55300-215-160	200.00	
Total 1	90307:						200.00	
190308 08/07/2020 08/07/2020 08/07/2020 08/07/2020	190308 190308 190308 190308	JOHN DEERE FINANCIAL JOHN DEERE FINANCIAL	14808-07252 14808-07252 70107-27469 70107-27469	07/25/2020 07/25/2020 07/20/2020 07/20/2020	AIR-JULY 2020 FUEL PK-SCAG MOWER PARTS	630-35-53510-250-000 630-35-53510-348-000 100-52-55200-250-000 100-52-55200-250-000	622.67 325.69 122.19 61.94 1,132.49	

CITY OF BAR	ABOO		Check	Aug	Page: Aug 07, 2020 10:53A		
Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
90309	190309	KLEENMARK	191932	07/16/2020	CC-TOWELS & CLEANING SUP	100-52-55130-340-000	371.45
Total 1						-	371.45
						-	
<b>90310</b> 08/07/2020	190310	KRAUTKRAMER, MEGAN	2001061944	06/22/2020	FD - WORK PANTS 5.11 TACTIC	100-21-52200-346-000	79.99
Total 1	90310:					-	79.99
90311							
08/07/2020	190311	LANDS END BUSINESS O	SIN8507092	06/30/2020	ADM-SHIRTS DONNA	100-14-51400-346-000	56.90
08/07/2020	190311	LANDS END BUSINESS O	SIN8507092	06/30/2020	CLK-UNIFORMS ZEMAN	100-11-51500-346-000	76.90
08/07/2020	190311	LANDS END BUSINESS O	SIN8507092	06/30/2020	ADM-RETURN FEE FOR KENNI	100-14-51400-346-000	8,95
08/07/2020	190311	LANDS END BUSINESS O	SIN8507092	06/30/2020	CLK-UNIFORMS ATKINSON	100-11-51500-346-000	55,90
08/07/2020	190311	LANDS END BUSINESS O	SIN8507092	06/30/2020	FIN-UNIFORMS HAGGARD	100-11-51500-346-000	30.95
Total 1	90311:					-	229.60
90312 08/07/2020	190312	LIBERTY WORLD CLASS	07200085	07/16/2020	PW- FLAG	100-31-53270-340-000	249.00
Total 1			.,			-	249.00
rotai r	50512.					-	
08/07/2020	190313	MINUTEMAN PRESS-BAR	43404	07/24/2020	PD- LUND, KLEIN BUSINESS CA	100-20-52130-310-000	77.76
08/07/2020		MINUTEMAN PRESS-BAR		07/29/2020	PW-REFUSE ADHESIVE LABEL	100-31-53620-340-000	152.46
Total 1	90313:					-	230.22
190314							
08/07/2020	190314	MORDINI, STEVEN	080320	08/03/2020	REC-YOUTH HOCKEY CAMP IN	100-53-55300-215-075	250.00
Total 1	90314:					-	250.00
1 <b>90315</b> 08/07/2020	100215	MORNEAU SHEPELL LIMI`	1227696	08/05/2020	CITY-EMPLOYEE ASSISTANCE	100-14-51430-215-000	750.00
		WORKERO OTEL LEE LIM	1227000	00,00.12.12.0		-	750.00
Total 1	90315:					-	700.00
90316		NADA AUTO DADTO	207070	07/45/0000	PW-TIRE REPAIR KIT	100-31-53240-350-000	117.39
08/07/2020		NAPA AUTO PARTS	387879	07/15/2020	• • • • • • • • • • • • • • • • • • • •	100-31-53240-350-000	104.53
08/07/2020	190316		388456	07/21/2020	FD - E-2 PM FD - E-2 PM PARTS	100-31-53240-350-000	23.64
08/07/2020	190316		388464 388641	07/21/2020 07/22/2020	PW-#26 LOADER BATTERY	100-31-53240-350-000	371.44
08/07/2020	190316		388714	07/23/2020	PW-MINIATURE BULB	100-31-53240-350-000	5.9
08/07/2020	190316 190316		388718	07/23/2020	PW-STOCK ORDER; FUEL FILTE	100-31-53240-350-000	43.10
08/07/2020	190316		388842	07/24/2020	FD - BRUSH 5 PM	100-31-53240-350-000	37.42
08/07/2020 08/07/2020	190316		388855	07/24/2020	FD - PM PARTS FOR E-2	100-31-53240-350-000	10.5
08/07/2020	190316		388864	07/24/2020	PW-OIL ROOM TANK HOSE FITT	100-31-53270-350-000	20.0
08/07/2020	190316		389118	07/24/2020	FD - S-2 PM	100-31-53240-350-000	62.9
08/07/2020	190316		389274	07/29/2020	PK-MOWER AIR FILTER ZOO	100-52-55200-250-000	5.8
08/07/2020	190316		389581	07/20/2020	PW-#34 HYD HOSE FITTINGS	100-31-53240-350-000	19.4
08/07/2020	190316		389594	07/31/2020	PW-SHOP CARB & BRAKE CLE	100-31-53240-350-000	74.16
08/07/2020	190316		389628	07/31/2020	PW-FIRE-CAR1-AIR/FUEL/OIL FI	100-31-53240-350-000	62,96
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CITY OF BAR	ABOO		Check	Check Register Issue Dates: 8.	er - General /7/2020 - 8/7/2020	Aug	Page: 7 07, 2020 10:53AM
Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
08/07/2020	190316	NAPA AUTO PARTS	389889	08/04/2020	PW-FIRE CAR 3 SYNPOWER	100-31-53240-350-000	11.29
Total 19	90316:	,				-	1,004.97
190317 08/07/2020 08/07/2020 08/07/2020	190317 190317	OFFICE DEPOT INC OFFICE DEPOT INC OFFICE DEPOT INC	1038723560 1084971580 1084981270	07/20/2020	PD- SQUAD PRINTER PAPER, P FD - OFFICE SUPPLIES FD - RUBBER BANDS	100-20-52130-310-000 100-21-52200-310-000 100-21-52200-310-000	60.85 59.68 4.99
	90317.					-	
1 <b>90318</b> 08/07/2020	190318	OHLIN SALES INC/OSI BA	00402751	07/27/2020	FD - LITHIUM-ION BATTERIES	100-21-52200-340-000	814.65
Total 19	90318:					-	814.65
<b>190319</b> 08/07/2020	190319	PETERSON, WADE D	072920	07/29/2020	ZOO-TOLL REIMB TO PICKUP E	870-52-55410-300-000	40.10
Total 1	90319:						40.10
<b>190320</b> 08/07/2020	190320	PETES GLASS INC.	JI12608	07/31/2020	CITY-COUNCIL PLEXIGLASS	290-10-54900-392-000	1,632.00
Total 1	90320:					-	1,632.00
<b>190321</b> 08/07/2020	190321	POINTON HEATING & AIR	0008362400	07/10/2020	CC-HVAC REPAIR ROOM 12	100-52-55130-260-000	227.50
Total 1	90321:					-	227.50
190322 08/07/2020 08/07/2020		QUILL CORPORATION QUILL CORPORATION	8853181 9034524	07/22/2020 07/28/2020		100-52-55200-310-000 290-10-54900-319-000	208.70 12.59
Total 1	90322:					,	221.29
190323 08/07/2020	190323	RAWSON, SCOTT	080420	07/30/2020	REC-THEATER INSTRUCTOR	100-53-55300-215-160	200.00
Total 1	90323:						200.00
1 <b>90324</b> 08/07/2020	190324	REEDSBURG UTILITY CO	26578-07202	07/13/2020	CITY-JULY 2020 INTERNET	100-10-51450-250-000	337.55
Total 1	90324:						337.55
<b>190325</b> 08/07/2020	190325	REINDERS-PETRULIS, G	080420	08/04/2020	REC-THEATER INSTRUCTOR	100-53-55300-215-160	200.00
Total 1	90325:						200.00
<b>190326</b> 08/07/2020	190326	RENEWABLE FOREST P	1073	07/27/2020	PW-GRINDING SERVICES	100-31-53370-270-000	8,800.00

CITY OF BARABOO			Aug	Page: Aug 07, 2020 10:53A			
Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
Total 1	90326:					-	8,800,00
190327							440.70
08/07/2020 08/07/2020	190327 190327	RENNERTS FIRE EQUIP	42430 42458	07/21/2020 07/24/2020	FD - DRAIN VALVES E-2 FD - E-1 SERVICE CODE READ	100-21-52200-240-000 100-21-52200-240-000	116.79 453.40
Total 1	90327:					· · · · · · · · · · · · · · · · · · ·	570.19
90328						400 44 54500 050 000	554.40
08/07/2020	190328	RICOH USA INC	5060010173	07/13/2020	CITY-JULY 2020 COPIES	100-11-51500-250-000	554.49
Total 1	90328:					-	554.49
190329	100000	CALIF COUNTY MAG	2020.2	08/03/2020	IT-2ND QTR HELPDESK	100-10-51450-250-000	1,862.06
08/07/2020 08/07/2020	190329 190329	SAUK COUNTY MIS SAUK COUNTY MIS	2020-2 2020-2	08/03/2020	IT-NEW WORKSTATION SETUP	100-10-51450-392-000	1,031.37
08/07/2020	190329	SAUK COUNTY MIS	2020-2	08/03/2020	IT-WIN 10 INSTALL ON FIRE TAB	100-21-52200-250-000	150.25
Total 1	90329:					-	3,043.68
90330			10055	00/04/0000	ZOO ELECTRICAL ADDITION AT	870-52-55410-861-000	770.00
08/07/2020	190330	SCHAEFER ELECTRIC IN	12855	08/04/2020	ZOO-ELECTRICAL ADDITION AT	670-32-33410-601-000	
Total 1	90330:					-	770.00
1 <b>90331</b> 08/07/2020	190331	SCHAUF, MARK	REIMB21507	07/27/2020	PD- SHOE BOX DUTY SHOES	100-20-52110-346-000	125.55
Total 1	90331:					-	125.55
190332							
08/07/2020	190332	SCHULTZ SMALL ENGINE	16830	07/30/2020	PK-MOWER REPAIRS STARTER	100-52-55200-250-000	73.26
Total 1	90332:						73.26
190333				27/4 (100.00	DW.C.O.A.L.OTDAINED ELACTI	100-31-53300-368-000	71.17
08/07/2020 08/07/2020	190333 190333	SHERWIN-WILLIAMS CO SHERWIN-WILLIAMS CO	3256-9 3257-7		PW-5 GAL STRAINER ELASTI PW-WOOD FILLER	100-31-53300-364-000	5.65
Total 1	90333;					·	76.82
190334						•	
08/07/2020	190334	SHIMON, JEFFERY	REIMB23008	08/06/2020	PD- TARGET DETECTIVE SHIRT	100-20-52120-346-000	71.73
Total 1	90334;						71.73
190335				07/00/222=	DD D DUDCU VECT	100 20 52440 202 640	832.50
08/07/2020 08/07/2020		STREICHERS STREICHERS	l1443274 l1443274		PD- D BURCH VEST PD- D BURCH VEST CARRIER,	100-20-52110-392-610 100-20-52110-346-000	204.00
Total ′	90335:						1,036.50
190336							
		SUNRISE PROPERTY CA	0007	07/00/0000	PD-MOWING JULY 2020 2 PARC	100-31-53640-270-000	155,72

CITY OF BARABOO			Chec	Check Registe k Issue Dates: 8	er - General 17/2020 - 8/7/2020	Aug	Page: 07, 2020 10:53/	
Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount	
Total 19	90336						155.72	
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90337		T400	IN4007000	07/18/2020	ADMINISTRATION FEES	100-00-15610-000	3,10	
08/07/2020	190337		IN1807869 IN1807869	07/18/2020	ADMINISTRATION FEES	100-00-15640-000	16.37	
08/07/2020	190337			07/18/2020	ADMINISTRATION FEE	100-11-51420-136-000	5.31	
8/07/2020	190337		IN1807869	07/18/2020	ADMINISTRATION FEE	100-11-51500-136-000	5.31	
8/07/2020	190337		IN1807869	07/18/2020	ADMINISTRATION FEE	100-14-51400-136-000	10.62	
8/07/2020	190337	TASC	IN1807869	07/18/2020	ADMINISTRATION FEE	100-20-52120-136-000	5.31	
8/07/2020	190337	TASC	IN1807869		ADMINISTRATION FEE	100-31-53230-136-000	31.86	
8/07/2020	190337		IN1807869	07/18/2020		100-30-53100-136-000	5.31	
8/07/2020	190337		IN1807869	07/18/2020	ADMINISTRATION FEE	100-52-55200-136-000	21.24	
8/07/2020	190337		IN1807869	07/18/2020	ADMINISTRATION FEE ADMINISTRATION FEE	950-36-85000-136-000	1.77	
08/07/2020	190337		IN1807869	07/18/2020		100-51-55110-136-000	21.24	
8/07/2020	190337		IN1807869	07/18/2020	ADMINISTRATION FEES	100-51-55110-136-000	5.31	
8/07/2020	190337	TASC	IN1807869	07/18/2020	ADMINISTRATION FEES			
8/07/2020	190337	TASC	IN1807869	07/18/2020	ADMINISTRATIVE FEES	100-20-52110-136-000	26.55	
Total 1	90337:					-	159.30	
90338			450000	07/04/0000	DV OCUENTED DADY VALVE	100-52-55200-350-000	46.42	
8/07/2020	190338	TERRYTOWN PLUMBING	152232	07/31/2020	PK-OCHSNER PARK VALVE	100-52-55200-550-000	40.42	
Total 1	90338:					-	46.42	
90339	40000	THE CHOE BOY	77393	07/26/2020	PK-SKWOR SAFETY BOOTS	100-52-55200-319-000	150.00	
08/07/2020	190339	THE SHOE BOX	77393	0772072020	- N-OKWOK OM ETT BOOTO	700 02 00000 010 000		
Total 1	90339:					-	150.00	
90340		TOD O DOTTOM	000074	07/20/2020	PW-HWY 12 2020 MEDIAN MOW	100-31-53640-270-000	770.00	
08/07/2020	190340	TOP 2 BOTTOM	988371	07/30/2020	PVV-HVV1 12 2020 INEDIAN INOV	100-31-33040-270-000		
Total 1	90340:	,				-	770.00	
<b>90341</b> 08/07/2020	190341	TOP PACK DEFENSE	4506	07/16/2020	PD- MAGINOT UNIFORM PANTS	100-20-52110-346-000	99.98	
Total 1	90341:						99.98	
90342						•		
08/07/2020	190342	TRANSCEND ARCHITECT	2020-22-1	07/29/2020	FD - BASEMENT REMODEL DES	430-21-51610-822-000	1,500.00	
Total 1	90342:						1,500.00	
90343			0000	07/20/2020	CITY-SIP CONFERENCE PHONE	290-10-54900-392-000	1,223.05	
08/07/2020	190343	TRIANTAN CCC LLC	3622	07/29/2020	OH FOIL CONFERENCE FROME		1,223.05	
Total 1	90343:						1,220.00	
1 <b>90344</b> 08/07/2020	190344	ULINE	122110983	07/16/2020	CC-HAND SANITIZER DISPENS	290-10-54900-319-000	58.64	
							58.64	

ITY OF BAR	ABOO		Check	Check Register Issue Dates: 8	er - General /7/2020 - 8/7/2020	Page: Aug 07, 2020 10:8		
Check ssue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount	
90345								
08/07/2020	190345	US CELLULAR	383522580	07/08/2020	MYR-JULY CELL 2020	100-10-51410-220-000	37.99	
08/07/2020	190345	US CELLULAR	383522580	07/08/2020	CLK-JULY CELL 2020	100-11-51640-220-000	20.50	
8/07/2020	190345	US CELLULAR	383522580	07/08/2020	CDA JULY CELL 2020	100-00-15980-000	38.00	
8/07/2020	190345	US CELLULAR	383522580	07/08/2020	FD-JULY CELL 2020	100-21-52200-220-000	221.36	
8/07/2020	190345	US CELLULAR	383522580	07/08/2020	ENG-JULY 2020	100-30-53100-220-000	76.00	
8/07/2020	190345	US CELLULAR	383522580	07/08/2020	PD-JULY CELL 2020	100-20-52110-220-000	268.26	
8/07/2020	190345	US CELLULAR	383522580	07/08/2020	CC-JULY CELL 2020	100-52-55130-220-000	2.34	
8/07/2020	190345	US CELLULAR	383522580	07/08/2020	LIB-JULY CELL 2020	100-51-55110-220-000	38.00	
8/07/2020	190345	US CELLULAR	383522580	07/08/2020	ADM-JULY CELL 2020	100-14-51400-220-000	38.00	
8/07/2020	190345	US CELLULAR	383522580	07/08/2020	WATER- JULY CELL 2020	100-00-15640-000	43.00	
08/07/2020	190345	US CELLULAR	383522580	07/08/2020	INSP-JULY CELL 2020	100-22-52400-220-000	36.39	
08/07/2020	190345	US CELLULAR	383522580	07/08/2020	ZOO-JULY CELL 2020	100-52-55410-220-000	1.30	
Total 19	90345:						821.14	
90346								
08/07/2020	190346	VERIZON WIRELESS	9859328914	07/23/2020	FORESTRY-TABLET WIFI JULY	100-52-56110-250-000	40.01	
08/07/2020	190346	VERIZON WIRELESS	9859355912	07/23/2020	PD- SQUAD MODEMS	100-20-52110-270-000	440.11	
08/07/2020	190346	VERIZON WIRELESS	9859355912	07/23/2020	PD- SQUAD PHONE SERVICE	100-20-52110-220-000	433.17	
Total 19	90346:						913.29	
90347								
08/07/2020	190347	VILLAGE OF WEST BARA	701720-3	07/17/2020	PW-2ND QTR 2020 HWY 12 BRI	240-31-53420-222-000	244.27	
Total 19	90347:						244.27	
90348								
08/07/2020	190348	WALDSCHMIDT & SONS	56794	08/03/2020	ZOO - MONKEY & EMU DIETS	100-52-55410-342-000	92.78	
Total 19	90348:						92.78	
9 <b>0349</b> 08/07/2020	190349	WALMART	7287-072420	07/24/2020	REC-FIRST AID STORAGE	100-53-55300-319-000	14.94	
Total 19							14.94	
	90349,							
9 <b>0350</b> 08/07/2020	190350	WILD APPLES	000804	07/20/2020	CITY-FUNERAL-TOM PINION'S F	100-14-51430-340-000	50.00	
Total 1	90350:						50.00	
90351								
08/07/2020	190351	WISCONSIN KENWORTH	011P200990	06/03/2020	PW-SCREEN FILTER #83	100-31-53635-350-000	274.20	
08/07/2020	190351	WISCONSIN KENWORTH	011P202360	06/15/2020	PW-#83-THROTTLE SENSOR	100-31-53635-350-000	197.84	
08/07/2020	190351	WISCONSIN KENWORTH	011P207463	07/24/2020		100-31-53635-350-000	476.34	
08/07/2020	190351	WISCONSIN KENWORTH	011P207615	07/28/2020		100-31-53635-350-000	53.12	
T-1-14	90351:						1,001.50	

07/31/2020 CITY-JULY 2020 CABLE CHANN 100-10-55370-215-000

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CITY OF BARABOO			Check	Check Register Issue Dates: 8	er - General 17/2020 - 8/7/2020	Page: Aug 07, 2020 10:53		
Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount	
190353 08/07/2020	190353	ZEMAN, DEB	12554	07/14/2020	PK-SHELTER REFUND 8/1	100-52-46720-000	55.00	
Total 19	90353:						55.00	
7002282							200 75	
08/07/2020	7002282	CROELL REDI-MIX INC	424815	04/30/2020	PW-5TH & ASH STREET CONCR	100-31-53300-410-000	208.75	
08/07/2020	7002282	CROELL REDI-MIX INC	452099	07/21/2020	PW-"FLUME" 14TH & KEITH	950-36-83100-410-000	977.50	
08/07/2020	7002282	CROELL REDI-MIX INC	452728	07/22/2020	PK-GRAVEL BED CONCRETE	100-52-55200-821-000	722.25	
08/07/2020	7002282	CROELL REDI-MIX INC	454726	07/28/2020	PW-4000 PSI 920 ELLIS	100-31-53300-410-000	301.38	
Total 70	002282:						2,209.88	
7002283							4.040.44	
08/07/2020	7002283	GLACIER VALLEY FORD I	00850	06/22/2020	PD-#54 WATER PUMP, PURGE V	100-20-52110-240-000	1,913.14	
08/07/2020	7002283	GLACIER VALLEY FORD I	00984	06/30/2020	PD- SQUAD 42 OIL CHANGE, FI	100-20-52110-240-000	31.26	
08/07/2020	7002283	GLACIER VALLEY FORD	00993	06/30/2020	PD- #45 OIL CHANGE, FILTER, T	100-20-52110-240-000	56.97	
08/07/2020	7002283	GLACIER VALLEY FORD	01103	07/06/2020	PD- #40 OIL CHANGE, FILTER,	100-20-52110-240-000	72.19 72.98	
08/07/2020	7002283	GLACIER VALLEY FORD I	01284	07/14/2020	PD- #43 OIL CHANGE, FILTER, E	100-20-52110-240-000 100-20-52110-240-000	72.98 37.94	
08/07/2020	7002283	GLACIER VALLEY FORD I	01476	07/23/2020	PD- WHITE FUSION OIL CHANG		98.24	
08/07/2020	7002283	GLACIER VALLEY FORD I	124851	07/23/2020	PW-#14 TUBE - OUTLET	100-31-53240-350-000		
Total 7	002283:						2,282.72	
7002284						0.40.04.50.400.070.000	4 000 00	
08/07/2020	7002284	HILLS WIRING INC	75891	07/23/2020	PW-JULY LIGHTING CHECK	240-31-53420-270-000	1,292.03	
Total 7	002284:						1,292.03	
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08/07/2020	7002285	MENARDS - BARABOO	43773-31900	07/07/2020	PW-INSECT REPELLANT	100-31-53230-390-000	116.20	
08/07/2020	7002285	MENARDS - BARABOO	44026-31900	07/10/2020	ZOO-GATE REPAIRS	100-52-55410-350-000	48.06	
08/07/2020	7002285	MENARDS - BARABOO	44284-31900	07/13/2020	CITY-HAND SANITIZER & WIPE	290-10-54900-310-000	30.79 18.23-	
08/07/2020	7002285	MENARDS - BARABOO	44284-31900	07/13/2020	CITY-USED REBATE	100-11-51640-350-000	201.87	
08/07/2020	7002285	MENARDS - BARABOO	44571-31900	07/17/2020	PK-GRAVEL BED LUMBER	100-52-55200-821-000	71.73	
08/07/2020	7002285		44785-31900	07/20/2020	PK-JANITORIAL SUPPIES	100-52-55200-340-000 100-31-53300-340-000	59.50	
08/07/2020	7002285	MENARDS - BARABOO	448973190	07/21/2020	PW-2X4 - 12' #2&BTR SPF	100-52-55200-340-000	30.97	
08/07/2020	7002285	MENARDS - BARABOO	44984-31900	07/22/2020	PK-DRILL BITS FORESTRY-GRAVEL BED SUPP	100-52-55200-821-000	20.52	
08/07/2020	7002285	MENARDS - BARABOO	44984-31900	07/22/2020 07/27/2020	FD - WEED KILLER	100-21-51610-340-000	3.47	
08/07/2020	7002285		45396-31900 45527-31900	07/29/2020	ZOO-EXHIBIT REPAIR	100-52-55410-280-000	46.29	
08/07/2020 08/07/2020	7002285 7002285		45603-31900	07/30/2020	PW-SPRAY BOTTLES	100-31-53270-340-000	7.45	
Total 7	002285:						618.62	
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FINANCE COMMITTEE APPROVAL:	
	(Chairman)
	(Date)

CITY OF BARABOO			Check	Check Registe ( Issue Dates: 8	er - General /4/2020 - 8/4/2020		Page: Aug 04, 2020 11:19AM
Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
<b>190266</b> 08/04/2020	190266	AL RINGLING BREWERY	CDI FY19-24	04/29/2020	WEDC-AL RINGLING BREWERY	560-15-56710-720-000	18,058.22
Total 1	90266:						18,058.22
Grand	Totals:						18,058.22
					FINANCE COMMITTEE APPROV	AL:	
						(Chairman)	
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Page: 1 Check Register - Utility CITY OF BARABOO Jul 31, 2020 02:51PM Check Issue Dates: 7/31/2020 - 7/31/2020 Check Invoice Description Invoice Invoice Date Check GL Account Amount Issue Date Pavee Number 16795 93.46 970-37-66500-222-000 WATER-MINE RD TOWER W082330JUL 07/27/2020 07/31/2020 ALLIANT ENERGY 970-37-62300-222-000 2.686.71 ALLIANT ENERGY W082330JUL 07/27/2020 WATER-WELL NO. 6-SAUK AVE 07/31/2020 14.70 970-37-66500-223-000 07/27/2020 WATER-WELL NO. 6-SAUK AVE ALLIANT ENERGY W082330JUL 07/31/2020 51.77 970-37-66500-222-000 WATER-EAST ST TOWER W082330JUL 07/27/2020 ALLIANT ENERGY 07/31/2020 26.48 WA-BARNHART TOWER@COMM PKW 970-37-66500-222-000 W082330JUL 07/27/2020 07/31/2020 ALLIANT ENERGY 2.469.60 WATER-WELL NO. 7-801 GALL RD 970-37-62300-222-000 W082330JUL 07/27/2020 07/31/2020 ALLIANT ENERGY 14 70 07/27/2020 WATER-WELL NO. 7-801 GALL RD 970-37-66500-223-000 W082330JUL 07/31/2020 **ALLIANT ENERGY** 970-37-62300-222-000 1.257.88 W082330JUL 07/27/2020 WATER-WELL NO. 4-7TH ST 07/31/2020 ALLIANT ENERGY 970-37-66500-223-000 16.36 WATER-WELL NO. 4-7TH ST W082330.IUI 07/27/2020 ALLIANT ENERGY 07/31/2020 970-37-62300-222-000 1.994.22 WATER-WELL NO. 8-721 2ND AVE W082330JUL 07/27/2020 07/31/2020 ALLIANT ENERGY 970-37-66500-223-000 14.70 WATER-WELL NO. 8-721 2ND AVE 07/31/2020 ALLIANT ENERGY W082330JUL 07/27/2020 36.25 970-37-66500-222-000 WATER-MOORE ST TOWER W082330JUL 07/27/2020 07/31/2020 ALLIANT ENERGY 970-37-62300-222-000 547.43 WATER-OAK ST HI-LIFT STATION W082330JUL 07/27/2020 ALLIANT ENERGY 07/31/2020 970-37-66500-223-000 31.17 07/27/2020 WATER-OAK ST HI-LIFT STATION W082330JUL ALLIANT ENERGY 07/31/2020 49.35 WATER-BIRCH ST TOWER-RADIO BLD 970-37-66500-222-000 W082330JUL 07/27/2020 07/31/2020 ALLIANT ENERGY 192.58 W082330.JUL 07/27/2020 WATER-COMM AVE BOOSTER STATI 970-37-62300-222-000 07/31/2020 ALLIANT ENERGY 33.35 W082330JUL 07/27/2020 WATER-COMM AVE BOOSTER STATI 970-37-66500-223-000 07/31/2020 ALLIANT ENERGY 873.85 970-37-62300-222-000 W082330JUL 07/27/2020 WATER-WELL NO. 2-722 HILL ST 07/31/2020 ALLIANT ENERGY 960-36-82710-222-000 15.94 W608212.IUI 07/10/2020 SEWER-MANCHESTER SLUDGE 07/31/2020 ALLIANT ENERGY 960-36-83200-222-000 18.43 SEWER-8TH ST GRINDER PUMP W608212JUL 07/10/2020 07/31/2020 ALLIANT ENERGY 15.51 960-36-82100-222-000 SEWER-WEST GARAGE W608212JUL 07/10/2020 07/31/2020 ALLIANT ENERGY SEWER-MANCHESTER CONTROL 960-36-82100-222-000 8,330.43 W608212JUL 07/10/2020 07/31/2020 ALLIANT ENERGY 625.04 SEWER-MANCHESTER CONTROL 960-36-82710-222-000 07/31/2020 ALLIANT ENERGY W608212JUL 07/10/2020 960-36-83200-222-000 30,56 SEWER-POTTER ST LIFTSTATION W608212JUL 07/10/2020 07/31/2020 ALLIANT ENERGY 960-36-82200-222-000 15.51 W608212JUL 07/10/2020 SEWER-HEADWORKS BLDG ALLIANT ENERGY 07/31/2020 960-36-83200-222-000 68.16 07/10/2020 SEWER-ST RD 33 LIFTSTATION ALLIANT ENERGY W608212JUL 07/31/2020 19,524.14 Total 16795: 16796 163 25 BARABOO NEWS REPUBLIC-LE U190-001701 06/23/2020 UTIL-1 YR SUBSCRIPTION 960-36-85100-320-000 07/31/2020 970-37-92100-320-000 163.25 06/23/2020 UTIL-1 YR SUBSCRIPTION U190-001701 BARABOO NEWS REPUBLIC-LE 326.50 Total 16796: 16797 970-37-64300-343-000 129.00 07/14/2020 WATER-DNR SAMPLE MAILING U07142020 CARDMEMBER SERVICE 07/31/2020 WATER-RUBBER BOOTS: BROWN/CL 970-37-90200-346-000 179.97 07/14/2020 CARDMEMBER SERVICE U07142020 07/31/2020 308.97 Total 16797: 16798 42.15 960-36-85100-220-000 07/17/2020 SE-PHONE/INTERNET #301299619 07/31/2020 CENTURYLINK \$301299619 960-36-85100-250-000 63.94 SE-PHONE/INTERNET #301299619 07/17/2020 07/31/2020 CENTURYLINK S301299619 970-37-66500-220-000 7.02 WATER-PHONE-ACCT 301217861 W301217861 07/17/2020 07/31/2020 CENTURYLINK WATER-PHONE-ACCT 301217861 970-37-92100-220-000 7.03 W301217861 07/17/2020 07/31/2020 CENTURYLINK 120.14 Total 16798: 16799

SEWER-TOWELS-WASTE PLNT

SEWER-TOWELS-WASTE PLNT

WATER-TOWELS-COB WATER UTLY

WATER-TOWELS-COB WATER UTLY

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Page: 2 Check Register - Utility CITY OF BARABOO Jul 31, 2020 02:51PM Check Issue Dates: 7/31/2020 - 7/31/2020 Check Description Invoice Invoice Invoice Date Check GL Account Amount Issue Date Pavee Number 41.22 Total 16799: 16800 615.15 950-36-84000-530-000 06/30/2020 UTIL-QTR #2, 2020 CSC BLDG EXP U11808 07/31/2020 CITY OF BARABOO 588.31 UTIL-QTR #2, 2020 CSC BLDG EXP 960-36-85100-260-000 U11808 06/30/2020 07/31/2020 CITY OF BARABOO UTIL-QTR #2, 2020 CSC BLDG EXP 960-36-85100-226-000 26.84 06/30/2020 U11808 CITY OF BARABOO 07/31/2020 3.690.78 06/30/2020 UTIL-QTR #2, 2020 CSC BLDG EXP 970-37-92100-260-000 U11808 07/31/2020 CITY OF BARABOO 960-36-84000-136-000 5.31 06/30/2020 UTIL-QTR #2, 2020 TASC FEES U11808 07/31/2020 CITY OF BARABOO 960-36-85000-136-000 3 99 UTIL-QTR #2, 2020 TASC FEES 06/30/2020 07/31/2020 CITY OF BARABOO U11808 21.24 970-37-66200-136-000 UTIL-OTR #2, 2020 TASC FEES CITY OF BARABOO U11808 06/30/2020 07/31/2020 970-37-90300-136-000 5.31 UTIL-QTR #2, 2020 TASC FEES 07/31/2020 CITY OF BARABOO U11808 06/30/2020 970-37-92000-136-000 11.94 UTIL-QTR #2, 2020 TASC FEES U11808 06/30/2020 07/31/2020 CITY OF BARABOO 960-36-85100-220-000 78,91 06/30/2020 UTIL-QTR #2, 2020 PHONE 07/31/2020 CITY OF BARABOO U11808 970-37-66500-220-000 39.45 06/30/2020 UTIL-QTR #2, 2020 PHONE CITY OF BARABOO U11808 07/31/2020 UTIL-QTR #2, 2020 PHONE 970-37-92100-220-000 39.45 CITY OF BARABOO U11808 06/30/2020 07/31/2020 43.37 U11808 06/30/2020 UTIL-QTR #2, 2020 CELL PHONE 960-36-85100-220-000 CITY OF BARABOO 07/31/2020 43.37 CITY OF BARABOO U11808 06/30/2020 UTIL-QTR #2, 2020 CELL PHONE 970-37-92100-220-000 07/31/2020 950-36-84000-310-000 .06 CITY OF BARABOO 1111808 06/30/2020 UTIL-QTR #2, 2020 COPIES 07/31/2020 960-36-85100-310-000 .06 06/30/2020 UTIL-QTR #2, 2020 COPIES 07/31/2020 CITY OF BARABOO U11808 .06 970-37-90300-310-000 06/30/2020 UTIL-OTR #2, 2020 COPIES 07/31/2020 CITY OF BARABOO U11808 17,442.19 970-37-92500-510-000 06/30/2020 WATER-W/C+LIAB INSUR-2020 CITY OF BARABOO U11809 07/31/2020 UTIL-CASELLE SOFTWARE SUPPORT 240-36-84000-250-000 737.90 U11809 06/30/2020 07/31/2020 CITY OF BARABOO UTIL-CASELLE SOFTWARE SUPPORT 950-36-84000-250-000 2.213.71 07/31/2020 CITY OF BARABOO U11809 06/30/2020 960-36-85100-250-000 2.213.71 UTIL-CASELLE SOFTWARE SUPPORT 06/30/2020 07/31/2020 CITY OF BARABOO U11809 970-37-93200-250-000 2,903.71 06/30/2020 UTIL-CASELLE SOFTWARE SUPPORT 07/31/2020 CITY OF BARABOO U11809 26,169.49 960-36-85300-510-000 U11809 06/30/2020 SEWER-INSURANCES-2020 07/31/2020 CITY OF BARABOO 6,613.91 970-37-92400-510-000 06/30/2020 WATER-PROPERTY INSUR-2020 07/31/2020 CITY OF BARABOO U11809 989,81 970-37-66200-510-000 06/30/2020 WATER-AUTO INSUR-2020 U11809 07/31/2020 CITY OF BARABOO 11 735.00 WATER-COLLECTION FEES-2020 970-37-90300-270-000 U11809 06/30/2020 07/31/2020 CITY OF BARABOO SEWER-COLLECTION/ATTY FEES-202 960-36-85200-270-000 14,485,00 06/30/2020 U11809 CITY OF BARABOO 07/31/2020 2,750.00 06/30/2020 WATER-ATTY FEES-2020 970-37-92300-215-000 U11809 07/31/2020 CITY OF BARABOO 93.468.03 Total 16800: 16801 970-37-40419-001 2.48 07/31/2020 STORMWATER-JULY 2020 RECEIPTS CITY OF BARABOO-STORMWA ST/SLJUL20 07/31/2020 999-00-10005-000 154,744.00 STORMWATER-JULY 2020 RECEIPTS ST/SLJUL20 07/31/2020 CITY OF BARABOO-STORMWA 07/31/2020 970-37-40419-001 .62 07/31/2020 STREET LIGHT-JULY 2020 RECEIPTS CITY OF BARABOO-STORMWA ST/SLJUL20 07/31/2020 07/31/2020 STREET LIGHT-JULY 2020 RECEIPTS 999-00-10005-000 38,824,24 CITY OF BARABOO-STORMWA ST/SLJUL20 07/31/2020 193,571.34 Total 16801: 16802 960-36-85100-250-000 6,882.50 07/24/2020 UTIL-SENSUS HOSTING FEE-YR #5 07/31/2020 CORE & MAIN LP U-M726390 6,882.50 **UTIL-SENSUS HOSTING FEE-YR #5** 970-37-90200-340-000 07/24/2020 **CORE & MAIN LP** U-M726390 07/31/2020 07/14/2020 WATER-INVENTORY-ACCT 97801 970-96-10154-001 1,837.00 W-M653936 07/31/2020 CORE & MAIN LP 15,602.00 Total 16802: 16803 560.38 970-96-10345-001 WA-CURB/WALK:SERVICE@409 1ST S 07/31/2020 CROELL REDI-MIX INC W447155 252.00 WA-CURB:SERVICE@506 10TH ST 970-96-10345-001 W447156 07/31/2020 CROELL REDI-MIX INC 333 75 07/23/2020 WA-CURB/WALK:SERVICE@128 7TH 970-96-10345-001 W453196 07/31/2020 CROELL REDI-MIX INC

CITY OF BARABOO		C		Register - Utility es: 7/31/2020 - 7/31/2020	Page: 3 Jul 31, 2020 02:51PM		
Check Issue Date	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount	
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07/31/2020	CT LABORATORIES LLC	S155172 W155710	07/27/2020 07/29/2020	SEWER-EFFLUENT TESTS WA-COLIFORM/CHLORINE/FLUORIDE	960-36-82700-217-000 970-37-64200-217-000	30.00 144.00	
07/31/2020	CT LABORATORIES LLC	VV 1557 10	0112912020	WA-OOLII ORWIOTEORIILA EGORIBE	-		
Total 1	6804:				-	220.00	
16805							
07/31/2020	CTW CORPORATION	W39734	07/16/2020	WA-MOTOR REPAIR: WELL NO 7	970-37-63300-250-000	5,991.75	
Total 1	16805:					5,991.75	
16806							
07/31/2020	DEAN BLUM EXCAVATING INC.	W8275	07/21/2020	WATER-SAND STOCKPILE	970-37-67300-236-000	315.00	
07/31/2020	DEAN BLUM EXCAVATING INC.	W8275	07/21/2020	WATER-SAND STOCKPILE	970-37-67500-238-000	315.00	
Total 1	16806:					630.00	
16807							
07/31/2020	FASTENAL COMPANY	W-WIBAR22	07/15/2020	WA-METER SCREWS-CUST WIBAR00	970-37-66300-340-000	36.00	
Total 1	16807:					36.00	
16808							
07/31/2020	FIRST CALL	W2366-4704	06/30/2020	WA-PLUG/FILTER: GENERATOR-CUS	970-37-93200-250-000	6.88	
07/31/2020	FIRST CALL	W2366-4723	07/17/2020	WA-PUMP: MINI EXCAVATOR-CUST 1	970-37-93200-250-000	16.99	
Total 1	16808:					23.87	
16809							
07/31/2020	LUETZOW INDUSTRIES	S26970A	07/21/2020	SE-HEADWORKS BAGS-CUST 6176	960-36-82200-340-000	539.76	
Total <sup>*</sup>	16809:					539.76	
16810							
07/31/2020	MAILBOXES PACK N SHIP OF B	S66396	07/07/2020	SE-ACUTE/CHRONIC TESTS-CUST 14	960-36-82700-217-000	41.18	
07/31/2020	MAILBOXES PACK N SHIP OF B	S66454	07/09/2020	SE-ACUTE/CHRONIC TESTS-CUST 14	960-36-82700-217-000	39.91 13.05	
07/31/2020	MAILBOXES PACK N SHIP OF B	S66553	07/14/2020 07/21/2020	SE-ACUTE/CHRONIC TESTS-CUST 14 SE-ACUTE/CHRONIC TESTS-CUST 14	960-36-82700-217-000 960-36-82700-217-000	40.52	
07/31/2020 07/31/2020	MAILBOXES PACK N SHIP OF B MAILBOXES PACK N SHIP OF B	S66664 S66710	07/23/2020		960-36-82700-217-000	39.91	
Total ·	16810:					174.57	
16811 07/31/2020	MARTELLE WATER TREATMEN	W20146	07/07/2020	WA-AQUAMAG/CHLORINE/FLUORIDE	970-37-64100-345-000	1,062.08	
Total ·	16811:					1,062.08	
16812							
07/31/2020	MENARDS - BARABOO	S44360	07/14/2020	SE-HEXNUT: GATE-ACCT 31900288	960-36-83400-260-000	3.50	
07/31/2020	MENARDS - BARABOO	S44890	07/21/2020	SE-CONCRETE:MANHOLE REHAB	960-36-83100-236-000	20.15	
07/31/2020	MENARDS - BARABOO	S44890	07/21/2020	SEWER-TRASH BAGS/STRAP	960-36-85600-390-000 960-36-83400-260-000	13.53 28.36	
07/31/2020	MENARDS - BARABOO	S45050	07/23/2020	SE-WEEDKILLER/GLASS CLEANER #3	300-30-33400-200-000		

CITY OF BAF	RABOO	C		Register - Utility tes: 7/31/2020 - 7/31/2020	Ju	Page: 31, 2020 02:51PI
Check Issue Date	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
07/31/2020	MENARDS - BARABOO	S45371	07/27/2020	SEWER-PAINT: LIFTSTATIONS #31900	960-36-83200-250-000	8.99
07/31/2020	MENARDS - BARABOO	W45039	07/23/2020	WATER-BLUE MARKING PAINT #3190	970-37-66500-340-000	17.47
07/31/2020	MENARDS - BARABOO	W45591	07/30/2020	WA-MARKING WAND/SERVICE NIPPL	970-37-66500-340-000	19.97
07/31/2020	MENARDS - BARABOO	W45591	07/30/2020	WA-MARKING WAND/SERVICE NIPPL	970-37-67500-238-000	17.65
Total 1	16812:					129.62
16813						
07/31/2020	NCL OF WISCONSIN INC	S441474	07/10/2020	SE-LAB SUPPLIES-ACCT 3595	960-36-82700-340-000	131.27
Total 1	6813:					131.27
16814						
07/31/2020	NORTHERN LAKE SERVICE INC	S382532	07/24/2020	SE-MERCURY TEST-CUST 91530	960-36-82700-217-000	269.20
Total 1	16814:					269.20
16815						
07/31/2020	PETERSON, WADE D	U07/2020MI	07/30/2020	UTIL-JULY 2020 MILEAGE	960-36-85100-330-000	70.44
07/31/2020	PETERSON, WADE D	U07/2020MI	07/30/2020	UTIL-JULY 2020 MILEAGE	970-37-93000-330-000	70.44
Total 1	16815:					140.88
16816						
07/31/2020	POINTON HEATING & AIR	S83597	07/07/2020	SE-FURNACE SERVICE-MAIN BLDG	960-36-83400-260-000	63.75
Total 1	16816:					63,75
16817				•		
07/31/2020	SEH INC	U388738	07/07/2020	UTIL-STH 33 UTILITY REPLACEMENT	960-96-10183-001	1,243.75
07/31/2020	SEH INC	U388738	07/07/2020	UTIL-STH 33 UTILITY REPLACEMENT	960-36-95000-860-000	1,243.75
07/31/2020	SEH INC	U388738	07/07/2020	UTIL-STH 33 UTILITY REPLACEMENT	960-36-95000-899-000	1,243.75-
07/31/2020	SEH INC	U388738	07/07/2020	UTIL-STH 33 UTILITY REPLACEMENT	970-96-10183-001	3,731.25 3,731.25
07/31/2020 07/31/2020	SEH INC SEH INC	U388738 U388738	07/07/2020 07/07/2020	UTIL-STH 33 UTILITY REPLACEMENT UTIL-STH 33 UTILITY REPLACEMENT	970-37-95000-860-000 970-37-95000-899-000	3,731.25
	16817:					4,975.00
16818	TERRYTOWN DI LIMBING INC	W152146	07/22/2020	WA-REPLACE LEAD SERVICE@926 M	261-00-25640-000	2,500.00-
07/31/2020	TERRYTOWN PLUMBING INC TERRYTOWN PLUMBING INC	W152146 W152146	07/22/2020	WA-REPLACE LEAD SERVICE@926 M	261-37-53700-238-000	2,500.00
07/31/2020 07/31/2020	TERRYTOWN PLUMBING INC	W152146	07/22/2020		970-96-10145-001	2,500.00
Total <sup>-</sup>	16818:					2,500.00
40040						
1 <b>6819</b> 07/31/2020	US CELLULAR	U038368920	07/10/2020	UTIL-JULY SCADA SERVICES@WELL	970-37-63300-250-000	110.34
07/31/2020	US CELLULAR	U038368920	07/10/2020	UTIL-JULY SCADA SERVICES@TOWE	970-37-67200-250-000	110.34
07/31/2020	US CELLULAR	U038368920	07/10/2020	UTIL-JULY SCADA SERVICES@BOOS	970-37-67800-250-000	55.18
Total ·	16819:					275.86
16820						
07/31/2020	WISCONSIN SURPLUS ONLINE	U200730-706	07/30/2020	UTIL-MR MANHOLE B-52 CUTTER	950-00-10398-001	2,425.50
07/31/2020	WISCONSIN SURPLUS ONLINE	U200730-706	07/30/2020	UTIL-MR MANHOLE B-52 CUTTER	960-96-10398-001	2,425.50

CITY OF BARABOO				gister - Utility 7/31/2020 - 7/31/2020		Page: 5 Jul 31, 2020 02:51PM
Check Issue Date	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
Total 16820:						4,851.00
Grand Totals:						346,123.08
				FINANCE COMMITTEE APPROVAL:		
					(Chairman)	
				-	(Date)	

CITY OF BARABOO			Check Register - General Check Issue Dates: 7/31/2020 - 7/31/2020			
Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
	PACE PAYMENT SYSTEM	JUNE2020	06/30/2020			
1280	PACE PAYMENT SYSTEM	JUNE2020	06/30/2020	REC-ONLINE PAYMENTS CORR	100-53-55300-270-000	10.92
30:						152.09
1281	PAYMENT SERVICE NET	218030	07/03/2020	TRE-JUNE ONLINE PAYMENTS	100-11-51520-290-000	69.95
31:						69.95
1282	WIS DEPT OF REVENUE	JUNE 2020	07/24/2020	SALES & USE TAX - JUNE 2020	100-00-24213-000	
1282	WIS DEPT OF REVENUE	JUNE 2020	07/24/2020	SALES & USE TAX - JUNE 2020	940-00-24213-000	8.08
32:						293.18
otals:						515.22
3	1280 1280 30: 1281 31: 1282 1282	1280 PACE PAYMENT SYSTEM 1280 PACE PAYMENT SYSTEM 100: 1281 PAYMENT SERVICE NET 1282 WIS DEPT OF REVENUE 1282 WIS DEPT OF REVENUE 1282 S2:	Check Number Payee Invoice Number  1280 PACE PAYMENT SYSTEM JUNE2020 1280 PACE PAYMENT SYSTEM JUNE2020  10:  1281 PAYMENT SERVICE NET 218030  31:  1282 WIS DEPT OF REVENUE JUNE 2020 1282 WIS DEPT OF REVENUE JUNE 2020 32:	Check Number         Payee         Invoice Number         Invoice Date           1280         PACE PAYMENT SYSTEM JUNE2020 06/30/2020 06/30/2020 06/30/2020         06/30/2020 06/2020 06/30/2020 06/2020 0	Check Number Payee Number Invoice Date Description  1280 PACE PAYMENT SYSTEM JUNE2020 06/30/2020 REC-ONLINE PAYMENTS JUNE 1280 PACE PAYMENT SYSTEM JUNE2020 06/30/2020 REC-ONLINE PAYMENTS CORR  10:  1281 PAYMENT SERVICE NET 218030 07/03/2020 TRE-JUNE ONLINE PAYMENTS  11:  1282 WIS DEPT OF REVENUE JUNE 2020 07/24/2020 SALES & USE TAX - JUNE 2020 USE TAX	Check Number         Payee         Invoice Number         Invoice Date         Description         Invoice GL Account           1280         PACE PAYMENT SYSTEM 1280         JUNE2020 06/30/2020         REC-ONLINE PAYMENTS JUNE 100-53-55300-270-000 REC-ONLINE PAYMENTS CORR 100-53-55300-270-000 100-53-55300-270-000 REC-ONLINE PAYMENTS CORR 100-53-55300-270-000 100-53-55300-270-000 REC-ONLINE PAYMENTS CORR 100-53-55300-270-000 REC-ONLINE PAYMENTS CORR 100-53-55300-270-000 REC-ONLINE PAYMENTS 100-11-51520-290-000 REC-ONLINE PAYMENTS IN REC-ONLINE PAYMEN

(Chairman)

## **NBR - 2**

RESOLUTION NO. 2020- Dated: August 11, 2020

## The City of Baraboo, Wisconsin

Background: The City of Baraboo contracts with a transit provider to run the Baraboo Shared Transit Service. This service is funded in three ways: State Grant, Federal Grant and Fares. The Shared Ride Transit Service fare rates were established in Resolution 2011-53 in 2011. The current rates are as follows:

- \$4.00 Adult (ages 13 and up)
- \$3.00 Children (ages 3-12)
- \$3.00 Senior Citizens or Disabled
- \$1.50 West Baraboo destinations (plus aforementioned fares)
- \$3.00 First mile outside of City limits, plus \$2.00 for each mile thereafter
- \$4.00 Agency Fare, City limits
- \$5.50 Agency Fare, West Baraboo destination.

A couple of weeks ago, a Campus Commission member that serves on the Housing Commission requested a special rate for students. The City contacted WisDOT to see if the fares could be changed without violating the grant agreement. It was suggested by WisDOT to present a Resolution to the Council approving the new rate.

All rates remain unchanged except for the Children rate. The following change is proposed:

\$3.00 Youth/Student (Youth ages 3-12 and students of any age with a valid student ID)

Note: ( $\sqrt{}$  one) [x] Not Required [] Budgeted Expenditure [] Not Budgeted Comments: The rates are incorporated within the budget submitted to WisDOT for the State Grant. The City does not anticipate a significant change in Baraboo Transit revenue due to the decrease in fares of \$1, or from Adult \$4 to Youth/Student \$3.

## Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the "Children (ages 3-12)" fare rate for the Baraboo Shared Ride Transit Service be eliminated and replaced by a "Youth/Student (youth ages 3-12 and students of any age with a valid student ID)" fare rate, to be set at \$3.00.

<b>Offered by:</b> Finance and Personnel Committee	Approved:
Motion:	
Second:	Attest:

**RESOLUTION NO. 2020 -**Dated: August 11, 2020

## The City of Baraboo, Wisconsin

**Background:** This resolution seeks to waive the April and May 2020 Civic Center rent for Stage III Theater for Youth (totaling \$720.66) of rooms 37 & 38 plus 2 storage rooms due to the COVID-19 pandemic response which required the Civic Center to close to all non-essential use of the building

The Stage III Theater Board of Directors attended the July meeting of the Parks and Recreation Commission to make the initial request. While the Commission was concerned with setting a precedent of waiving rent during past and future pandemic, they voted unanimously to recommend that the City consider waiving the 2 months of rent for Stage III Theater For Youth.

Fiscal Note: [] Not Required [] Budgeted Expenditure [x] Not Budgeted Waiving 2 months of rent will cost the City \$720.66 in lost rental revenue. Comments: Future additional losses may incur as other tenants may ask for their rent to be waived as well.

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the April and May 2020 Civic Center rent for Stage III Theater for Youth in the amount of \$720.66 be waived due to building closures during the COVID-19 stay at home order period.

Offered by:	Parks and Recreation Commission	Approved:_	
Motion:			
Second:	Attest:		

To: Finance Committee & Common Council

From: Mike Hardy, Parks, Recreation & Forestry Director

Date: August 11, 2020

Re: Stage III request for rent reduction due to COVID

The Parks & Recreation Commission received a request from Stage III Theater for Youth to reduce or waive rent payments due to the Civic Center being closed for 2 months due to COVID-related stay at home orders which closed municipal buildings in the spring.

Stage III is a non-profit group that offers youth theater camps and programs for area kids. They have been renters on 3<sup>rd</sup> floor of the Civic Center for 3 years, and rent 2 classrooms and 2 storage rooms from the City.

The Board of the non-profit stated that due to COVID, they have not been able to run their usual theater programs or their fundraisers this year, and are having difficulty coming up with their rent for the Civic Center rooms. While they did utilize their 2 storage rooms during the 2-month closure of the Civic Center to the public, they did not have kids in their classrooms.

Normal rent paid by Stage III is \$360.33 per month. Waiving 2 months of rent would cost the City \$720.66, plus it is likely that other non-profit tenants may ask for the same thing, especially the Senior Center (\$165.45/month), Boys & Girls Club (\$711.52/month) and WW International (\$355.45/month). It is unclear if any of the other 5 tenants would request waivers or reductions or not. One of our for-profit tenants requested a waiver earlier, but decided to pursue a grant from the COVID relief package for small businesses instead.

At their July meeting, the Parks and Recreation Commission voted unanimously to forward the request to waive rent for the month of April and May to the Finance Committee. A Stage III Board Member representative will attend the Finance meeting to make their request in person. A copy of their letter requesting the waiver is included in your packets.

City of Baraboo Parks and Recreation Commission

Baraboo Civic Center

124 Second Street

Baraboo, WI 53913

Dear Members of the Parks Commission:

The year 2020 has certainly presented all of us with some unusual challenges. For those of us who work with young people we have been hampered in our attempts to provide them with experiences that massage their creativity, provide them with character building activity, and develop skills in a variety of areas and interests.

This year marked the tenth anniversary of Stage 3 Theater for Youth serving the Baraboo Community . Our organization is a 501c3 non-profit open to all interested young people in the community. Our funding has come from generous parents, businesses, and community groups. The main source of our income has come from ticket sales for our stage productions.

The Covid-19 virus has forced businesses and organizations to curtail activities this spring and summer. As a result we have not been able to present our regular spring production. When the quarantine began we were in the midst of preparations for our spring production of "Dorothy in Wonderland." We had purchased rights to the play, prepared to conducted auditions, and were developing costumes and set designs for the show. Unfortunately all of that activity came to a screeching halt.

We have incurred expenses that at this time have left our treasury wanting. We are grateful for the wonderful space that the City had allowed us to rent in the Civic Center and hope that the space will continue to be our long-term home. Because of the extenuating circumstances brought on by the Covid-19 pandemic we are asking for a rent adjustment for the two months the quarantine was in place. We were unable to access our space due to the Civic Center being closed for that prolonged period. At this time we are unable to work with youth because of the need for social distancing and other precautionary measures. We have adjusted our budget and have sought relief on regular expenses such as insurance. Would it be possible for the Parks and Recreation Commission to recommend to the City Council relief for Stage 3 as a result of the present pandemic?

Thank you for your consideration,

Stage 3 Board of Directors.

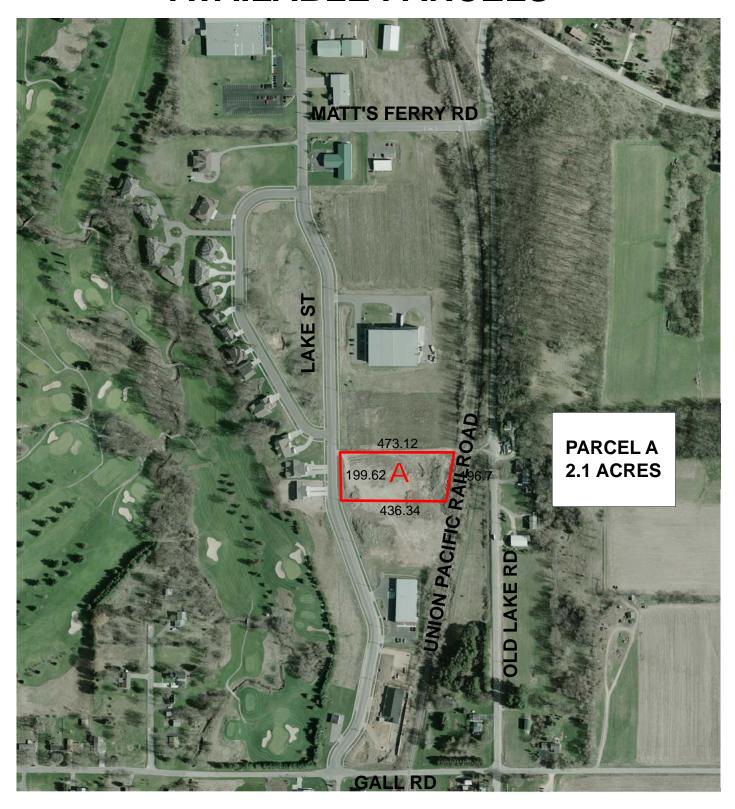
**Dated: August 11, 2020** 

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RESO	46	UΙ	11	1 1	Ю	. ZU	)20-

## The City of Baraboo, Wisconsin

Background:	•		
vacant lot located o County Certified Su	n Lake Street. The lot consists	request from Driftless Glen Distils of approximately 2.1 acres and in the agenda packet. Driftless Gleorice is \$10,500.	s marked as Lot 2 on the Sauk
•		d finds the offer to be in accordard design will need to be reviewed a	•
Note: (√one) Comments:	[x] Not Required	[ ] Budgeted Expenditure	[ ] Not Budgeted
That the City Ad for the sale of a or a sale price of	Iministrator or his designee is di 2.1 acre vacant lot located on I f \$; and ttorney is directed to draft and ftless Glen Distillery conting	ty of Baraboo, Sauk County, Wishirected to enter into final negotiation. Lake Street ("Property") from the distribution have executed all necessary legal tent upon the City Attorney received.	ons with Driftless Glen Distillery City to Driftless Glen Distillery al documents for the sale of the
Offered by: Finan Motion: Second:	ce and Personnel Committee	Approved:	

## CITY OF BARBOO AVAILABLE PARCELS



FOR FURTHER INFORMATION PLEASE CONTACT ED GEICK AT THE CITY OF BARABOO 608-355-2715





NW12

TRANSPORTATION - MUNICIPAL DEVELOPMENT • ENVIRONMENTAL

1230 South Boulevard Baraboo, WI 53913 608-356-2771 1-800-362-4505 Fax: 608-356-2770 Web Address: www.msa-ps.com

Msa professional services

PROJECT #	R00035007	
DRAWN BY:	MTS	
SURVEYOR:	KHS	
FILE #	29-1-913	
SHEET #	1/2	

OWNER: CITY OF BARABOO 135 4TH STREET BARABOO, WI. 53913 (608) 355-2715

Recorded Aug. 22,2008 AT 12:00PM

> REGISTRAR'S OFFICE SAUK COUNTY WI RECEIVED FOR RECORD Fee Amount: \$13.00

HARRISON

N 1/4 CORNER

SEC. 12-11-6

SAUK COUNTY CERTIFIED SURVEY MAP # 5764

LOCATED IN THE NE1/4-NW1/4 AND THE SE1/4-NW1/4, SECTION 12, T11N, R6E, BEING A REPLAT OF LOT 2, CSM #4335, CITY OF BARABOO, SAUK COUNTY, WISCONSIN

13

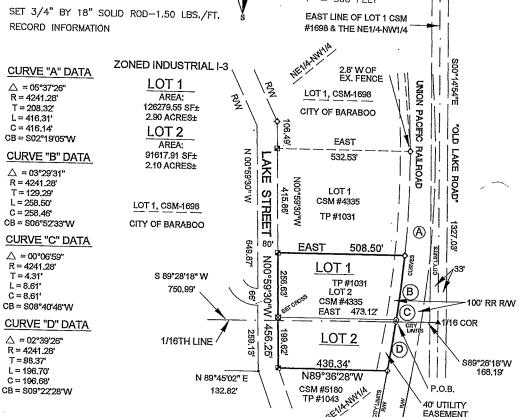
GRAPHIC SCALE

150

300

**LEGEND** 

- FD. GOVERNMENT MONUMENT
- FOUND CROSS IN CONC.
- FOUND 3/4" IRON REBAR
- FOUND "PK" NAIL





MSA PROFESSIONAL SERVICES, INC. KENNETH H. SCHUETTE, REGISTERED LAND SURVEYOR #1267

NOTE: IF THE SURVEYOR'S SEAL AT LEFT IS NOT RED IN COLOR, THE SURVEY IS A COPY AND SHOULD BE ASSUMED TO CONTAIN UNAUTHORIZED ALTERATIONS. THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO COPIES.



## TRANSPORTATION • MUNICIPAL DEVELOPMENT • ENVIRONMENTAL 1230 South Boulevard Domboo WI 60012

1230 South Boulevard Baraboo, WI 53913
608-356-2771 1-800-362-4505 Fax: 608-356-2770
Web Address: www.msa-ps.com
© MSA PROFESSIONAL SERVICES

PROJECT #	R00035007	
DRAWN BY:	MTS	
CHECKED BY:	KHS	
FILE #	29-1-913	
SHEET #	2/2	

## SAUK COUNTY CERTIFIED SURVEY MAP # 5164

## SURVEYOR'S CERTIFICATE:

I, Kenneth H. Schuette Registered Land Surveyor, hereby certified that I have surveyed, divided, and mapped a certified survey located in the NE1/4-NW1/4 and the SE1/4-NW1/4, Section 12, T11N, R6E, being a replat of Lot 2, CSM #4335, Document Number 736149, Recorded in Volume 22, Page 4335 at 9:30 AM on October 17, 2000 in the City of Baraboo, Sauk County, Wisconsin, which is bounded by a line described as follows:

Commencing at the north one-quarter corner of said Section 12; thence S00°14'54"E, 1327.03 feet along the north-south 1/4 line to the southeast corner of said NE1/4-NW1/4; thence S89°28'18"W, 168.19 feet along the south 1/16 line to the point of beginning.

thence along the arc of a curve concave to the west, a radius of 4241.28 feet (the chord of which bears S09°22'28"W, 196.68 feet) a distance of 196.70 feet; thence N89°36'28"W,436.34 feet to the east right of way of Lake Street; thence N00°59'30"W, 456.25 feet along said right of way; thence East 508.50 feet; thence along the arc of a curve concave to the west, a radius of 4241.28 feet (the chord of which bears S06°52'33"W, 258.46 feet) a distance of 258.50 feet to the southeast corner of Lot 2; thence along the arc of a curve concave to the west, a radius of 4241.28 feet (the chord of which bears S08°40'48"W, 8.61 feet) a distance of 8.61 feet to the point of beginning.

Said parcel contains 5.00 acres more or less, and is subject to rights-of-way, easements of record and utilities.

That I have complied with the provisions of Chapter 236.34 & 236.21 Wisconsin Statutes, the subdivision regulations of the City of Baraboo and Sauk County, and A.E. 7.00 of the Administrative Code of the State of Wisconsin to the best of my knowledge and belief, in surveying, dividing and mapping the same;

That such a plat is a correct representation of all the exterior boundaries of the land surveyed and the subdivision thereof made;

That I have made such certified survey under the direction of City of Baraboo.

## CITY RESOLUTION

Resolved that the Certified Survey Map, attached hereto, and filed with the City of Baraboo, Wisconsin by the City of Baraboo, owner is hereby approved by the Plan commission and the Common Council of the City of Baraboo, Wisconsin.

Approved By:

PLAN COMMISSION AND COMMON COUNCIL
City of Baraboo, Wisconsin

Herall Mc Company Am
Baraboo City Engineer

Plant Commission And Common Council
City of Baraboo City Mayor

I hereby certify that the forecing Resolutions and the Mayor

City of Baraboo Clerk Theoe

KENNETH H.
SCHUETTE
S-1267
BARABOO,
WISCONSIN

MSA PROFESSIONAL SERVICES, INC.
KENNETH H. SCHUETTE, REGISTERED LAND SURVEYOR #1267/

NOTE: IF THE SURVEYOR'S SEAL AT LEFT IS NOT RED IN COLOR, THE SURVEY IS A COPY AND SHOULD BE ASSUMED TO CONTAIN UNAUTHORIZED ALTERATIONS. THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO COPIES.

Vo. 22 page 5764A

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To: City of Baraboo 101 South Blvd. Baraboo, WI 53913

Re: Purchase of Property Lot 2, Lake Street Baraboo, WI

July 27, 2020

We are writing this letter of intent regarding the purchase of the property referred to as Lot 2 on the attached Certified Survey Map on Lake Street in Baraboo, WI. Driftless Glen Distillery would like to purchase the property from the City of Baraboo for \$10,000.

Sincerely, Driftless Glen Distillery

CITY OF BARABOO	POLICY TITLE: EMPLOYEE COVID-19 POLICY	
TARGET AUDIENCE:	POLICY SOURCE:	POLICY LOCATION:
City Employees	Administration Department	City Website, City Clerk
DATE APPROVED BY COUNCIL:	DATE AMENDED BY COUNCIL:	ATTORNEY REVIEW:

## **SECTION 1 - PURPOSE**

The City of Baraboo is fully committed to safeguarding the health and safety of all employees. For this reason, all City employees, regardless of position or authority, must comply with the following COVID-19 Policies including:

- Wearing a mask while working (some exceptions may apply)
- Practicing good hand hygiene
- Maintaining social distancing
- Following heightened cleaning and sanitizing protocols for workspaces and equipment
- Communicate and hold meetings virtually (by phone or TEAMS) whenever possible
- Mandatory illness and exposure reporting to supervisor

This Policy also authorizes the creation of Temporary Paid Leave of up to three working days for any employee ordered home by a supervisor, Department Head or the City Administrator because of COVID-19 symptoms or because of a possible exposure to COVID-19.

Because the pandemic is an evolving and dynamic situation, the City's response may change as we receive more information and understanding of the disease. The risks of the virus causing COVID-19 should be taken very seriously. The City will continue to monitor developments and may update this Policy as needed.

## **SECTION II - POLICY**

## 1.0 GENERAL.

- 1.01 <u>Term</u>. This Policy is effective immediately upon adoption by the Common Council and shall remain in effect until amended, superseded or terminated by the Council or other applicable legislation.
- 1.02 <u>Applicability</u>. This Policy applies to all City employees, as defined by the City's Employee Personnel and Procedure Handbook, regardless of position or authority.
- 1.03 <u>Amendments</u>. The City reserves the right to revise, supplement, rescind, or deviate from any of these policies or portions hereof from time-to-time as it deems appropriate. All changes beyond de minimum changes, which are delegated to the City Administrator for revision, require approval by the Common Council.
- 1.04 <u>Severability</u>. If any provision of this Policy is held invalid under any applicable law, such invalidity shall not affect any other provision of this Policy that can be given affect without the invalid provisions and, to this end, the provisions herein are severable.

## 2.0 PROTECTIVE MEASURES POLICIES.

- 2.01 <u>Social Distancing</u>. Employees are **required** to comply with the following:
  - a. Maintain six feet physical distancing from others whenever possible.
  - b. Not have any direct person-to-person contact (i.e., no hand shaking, no high fives, no fist bumps)
  - c. Limit in-person meetings and use other means of communications such as TEAMS, email and the telephone whenever possible.
- 2.02 Face Coverings. Employees are **required** to comply with the following:
  - a. Wear face coverings whenever social distancing may not be possible, including in hallways, restrooms and meeting rooms.
  - b. Face coverings must cover the nose and mouth. A face covering with an exhalation valve should not be used as it allows unfiltered exhaled air to escape to others.
  - c. The City will provide one free reusable facemask to any employee upon request.
  - d. Employees are strongly encouraged to wash cloth facemasks daily by hand or machine using detergent. The mask should be fully dry before using. Employees are encouraged to have several facemasks so they can rotate for washing.
  - e. Employees are prohibited from wearing facemasks that contain words or imagery that would be in violation of the City's Employee Personnel and Procedure Handbook.

## 2.03 Exceptions.

- a. During emergencies, and while employees are engaged in the performance of emergency related job duties, employees are not required to strictly adhere to Sections 2.02 or 2.03
- b. An employee may request ADA accommodations to Sections 2.02 and 2.03 by contacting the City's ADA Coordinator or speaking to their supervisor or Department Head
- c. A supervisor or Department Head may waive the requirement of some or all of the requirements under Section 2.02 and/or 2.03 if strict compliance would significantly interfere with the employee's job performance.

## 3.0 PERSONAL HYGIENE POLICIES.

- 3.01 <u>Handwashing</u>. Except in emergencies or when significantly impractical, employees are **required** to frequently wash their hands with soap and warm water or use hand sanitizer. Employees are responsible for letting their supervisor know when handwashing supplies or hand sanitizer is low Employees must wash their hands or use hand sanitizer, at minimum:
  - a. At the beginning of each work day
  - b. Before interacting with other employees or the public where the interaction involves physical contact with the employee or the public
  - c. After touching your face covering
  - d. After using the restroom
  - e. Before and after breaks
  - f. After sneezing, coughing or blowing your nose
  - g. When hands are visibly soiled, and
  - h. Prior to leaving work
- 3.02 Cough and Sneeze Etiquette. To help stop the spread of germs, employees are required to:
  - a. Cover mouth and nose with a tissue when coughing or sneezing
  - b. Throw used tissues in the trash
  - c. If you do not have a tissue, cough or sneeze into your elbow and not your hand

### 4.0 **CLEANING POLICY**

- 4.01 Employees are **required** to following the following cleaning protocol while at work:
  - a. Disinfect your high-touch personal spaces, including, but not limited to, phone, keyboard, mouse and desk, on a daily basis
  - b. Disinfect meeting rooms, conference rooms, kitchen areas, etc., after each use
  - c. Request cleaning supplies from supervisor when they are low
  - d. Perform cleaning tasks as assigned
  - e. Use proper disinfecting supplies

## 5.0 <u>ILLNESS/EXPOSURE POLICY</u>

- 5.01 <u>Self-Monitoring Requirement</u>. Employees are **required** to self-monitor for symptoms of COVID-19 prior to coming to work and while at work.
- 5.02 <u>Employee Reporting Requirement</u>. Employees are **required** to report to their supervisor, Department Head or the City Administrator as soon as possible if any of the following occurs:
  - a. Employee is diagnosed with or tests positive for COVID-19
  - b. Employee becomes aware of a possible exposure to COVID-19
  - c. Employee has or develops any of the following symptoms:
    - Fever of 100° F or higher
    - Unusual cough
    - Chills
    - Unusual body aches/pain
    - Shortness of breath
    - Chest tightness
    - Sore throat

- Congestion or runny nose
- Unusual headache
- Severe fatigue or exhaustion
- Loss of sense of smell or taste
- Unusual muscle pain
- Unusual nausea, vomiting, diarrhea
- 5.03 <u>Symptoms of COVID-19 or Exposure to COVID-19</u>. If an employee reports having any of the above listed symptoms or that the employee was exposed to COVID-19, the employee **may** be ordered by their supervisor, Department Head or the City Administrator to go home/stay home. In this event:
  - a. The supervisor/Department Head/City Administrator must immediately inform the City Clerk, who will provide the employee with the Federal Emergency Paid Sick Leave Benefit application and FMLA application.
  - b. The supervisor/Department Head/City Administrator shall call the City's Health Department<sup>1</sup> to determine whether the employee should remain home and/or get tested for COVID-19.
    - If the Health Department says the employee should remain home and/or get tested for COVID-19, or if the Health Department cannot be reached or declines to provide advice:
      - 1. The employee will be placed on **Temporary Paid Leave** for up to three regular working days<sup>2</sup> unless:
        - a. The employee is able to work remotely or
        - b. The employee has scheduled vacation leave, in which case the employee shall use his/her vacation time.
      - 2. Except when medically unfeasible, within three days of being ordered to go home/stay home, the employee is **required** to either be tested for COVID-19 or seek medical care from their health care provider.
    - ii. If the Health Department or the employee's health care provider says the employee does not need to stay home or get tested for COVID-19, the employee will be paid his/her usual rate

<sup>&</sup>lt;sup>1</sup> The Sauk County Health Department, per §11.01, City Code

<sup>&</sup>lt;sup>2</sup> Based on the employees regular work schedule and at the employee's regular rate of pay.

- of pay for when the employee was ordered to stay home, for no more than three regular working days, unless the employee was able to work remotely during the period or the employee used vacation leave.
- c. Until permitted to return to work and after the three days of Temporary Paid 19 Leave, has been used (if applicable), at the employee's option the employee may use his/her accrued vacation leave, sick leave, approved Federal Emergency Paid Sick Leave or FMLA, or a combination thereof.
- d. The employee will not be allowed to return to work until the employee:
  - i. Provides a negative COVID-19 test result,
  - ii. The Department Head/City Administrator and employee agree to modifications of the employee's work environment, which may include, but not be limited to, the employee being required to wear a mask and gloves while working, or
  - iii. The employee receives written medical clearance from a health care provider or the Health Department to return to work.
- 5.04 <u>Positive COVID-19 Test/COVID-19 Diagnosis</u>. If an employee reports testing positive for COVID-19, the employee will be **required** to go home/stay home. In this event:
  - a. The supervisor/Department Head/City Administrator or designee shall immediately inform the City Clerk, who shall provide the employee with the Federal Emergency Paid Sick Leave Benefit application and FMLA application.
  - b. The employee will not be allowed to return to work until the employee:
    - Provides a negative COVID-19 test result,
    - ii. The Department Head/City Administrator and employee agree to modifications of the employee's work environment, which may include, but not be limited to, the employee being required to wear a mask and gloves while working, or
    - iii. The employee receives written medical clearance from a health care provider or the City's Health Department to return to work.
  - c. Until allowed to return to work, the employee, in the employee's option, may use his/her accrued vacation leave, sick leave, approved Federal Emergency Paid Sick Leave or FMLA, or a combination thereof.
- 5.05 <u>Confidentiality</u>. Employees with knowledge of another employee's symptoms, illness, or exposure to COVID-19 are **required** to keep the information confidential except as may be permitted by the City Administrator or as required by law.

## 6.0 FFCRA – FEDERAL EMERGENCY PAID SICK LEAVE BENEFIT

- 6.01 <u>General Information</u>. Through December 31, 2020, full-time employees will receive up to two weeks (80 hours) of paid sick leave benefits to be used for COVID-19-related absences. Part-time employees will receive a pro-rated paid sick leave benefit based on the number of hours worked on average over a two-week period. The full benefit for which employees are eligible is available for immediate use. Employees are not required to exhaust other forms of paid leave before using this emergency paid sick leave, and this leave is in addition to any paid leave the employee already has. An employee's ability to use emergency paid sick leave for purposes specified in the law will end upon termination of the qualifying event. Paid leave provided under this law does not carry over year to year and unused leave is not paid out.
- 6.02 <u>Application</u>. The application for Federal Emergency Paid Sick Leave is available from the City Clerk. Applications shall be processed in accordance with Federal, State and local regulations and policy.

- 6.02 <u>Eligibility Criteria</u>. This benefit is available to employees if the employee cannot work (in person <u>or remotely</u>) for any of the following reasons:
  - a. The employee is subject to a federal, state, or local Coronavirus quarantine or isolation order
  - b. The employee is advised by a health care provider to self-quarantine for COVID-19 concerns
  - c. The employee is experiencing symptoms of COVID-19 and is seeking a medical diagnosis
  - d. The employee is caring for an individual who is under a COVID-19 quarantine or isolation order or has been advised by a health care provider to self-quarantine
  - e. The employee is caring for a child whose school or child care provider has been closed or is unavailable because of COVID-19
  - f. The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services.
- 6.03 <u>Health Care Certificate</u>. The City may require the employee to provide a certification from a health care provider confirming the applicable circumstance described above.
- 6.04 <u>Amount of Pay</u>. If approved for emergency paid sick leave and the employee is unable to work remotely, the City will pay the employee the following amounts:
  - a. If the employee requires leave for reasons 6.02(a), (b), or (c) above, the City will pay the employee his or her regular rate of pay, up to \$511 per day and/or \$5,110 in the aggregate.
  - b. If the employee require leave for reasons under 6.02(d), (e), or (f) above, the employee will receive two-thirds of his or her regular rate of pay, up to \$200 per day and/or \$2,000 in the aggregate.
  - c. If the employee does not have a set schedule of hours, paid sick leave is based on the average number of hours the employee was scheduled per day over the six-month period prior to use of the leave.

## 7.0 FFCRA -- TEMPORARY EXPANSION OF FAMILY & MEDICAL LEAVE

- 7.01 <u>General Information</u>. Through December 31, 2020, FMLA is temporarily expanded to include a qualifying need related to the COVID-19 public health emergency, as declared by federal, state, or local authorities (eFMLA). The conditions to be eligible are:
  - a. The employee has worked for the City for at least 30 calendar days.
  - b. The employee has a qualifying need, which is limited to circumstances where the employee cannot work (in person or remotely) because of the employee needs to care for his or her child under age 18 due to a COVID-19 related public health emergency school or child care closing/unavailability.
- 7.02 <u>Application</u>. The application for eFMLA is available from the City Clerk. Applications shall be processed in accordance with Federal, State and local regulations and policy.
- 7.03 Amount of Pay. Pay for the temporary FMLA leave will be as follows:
  - a. The first 10 days of the leave are unpaid. The Employee may elect to use the Emergency Paid Sick Leave (Section 6.0 above) or any accrued paid leave during this time if available
  - b. After the first 10 days, the City will pay the employee two-thirds of the employee's regular rate of pay, up to \$200 per day and \$10,000 aggregate.
- 7.04 <u>Reinstatement</u>. Employees will be entitled to reinstatement to the same or equivalent position once your FMLA leave ends.

## 8.0 ZERO TOLERANCE HARASSMENT POLICY

- 8.01 Any employee reasonably suspected of harassing another employee for following any of the required policies contained herein shall be subject to discipline up to and including termination.
- 8.02 Allegations of harassment will be investigated and acted on pursuant to the Employee Handbook.



# City of Baraboo MATRIX FOR ILLNESS/EXPOSURE/CHILDCARE

	WHAT MUST THE EMPLOYEE DO/	WHEN CAN THE EMPLOYEE RETURN TO
	WHAT HAPPENS NEXT?	WORK?
If you receive a positive COVID-19 test result	<ul> <li>Do not come to work</li> <li>Inform your supervisor/Department Head/City Administrator immediately</li> <li>See your health care provider         <ul> <li>You will be required to stay home pursuant to any isolation/self-quarantine order or advisement.</li> <li>You may use sick leave, vacation leave, Federal Paid Sick Leave or FMLA while ordered/advised by a health care provider to stay home.</li> </ul> </li> </ul>	<ul> <li>Provide a negative COVID-19 test result,</li> <li>The Department Head/City         Administrator and employee agree to modifications of the employee's work environment, which may include, but not be limited to, the employee being required to wear a mask and gloves while working, or     </li> <li>The employee receives medical clearance from a physician or the City's Health Department to return to work.</li> </ul>
If you have symptoms of COVID-19 or a possible COVID-19 exposure but have not yet seen your doctor or received the results from a COVID-19 test	Inform your supervisor/Department Head/City Administrator immediately  See your health care provider  If the City orders you to go home/stay home:  + You will be placed on temporary paid leave for up to three days unless you can work remotely or have vacation scheduled.  + You must be tested for COVID-19 or seek medical care within three days of being ordered to go home/stay home.  + You may use sick leave, vacation leave, Federal Paid Sick Leave of FMLA after the three days if not cleared to return to work.	See "If you receive a positive COVID-19 test result."
You have been advised or ordered to isolate to self-quarantine by a medical professional for COVID-19 reasons, including for a possible exposure or symptoms	See "If you receive a positive COVID-19 test result."	See "If you receive a positive COVID-19 test result."
If you are caring for someone who has been diagnosed with COVID-19 or who is waiting for medical care and has symptoms  You have to stay home to provide childcare to your child because his/her childcare or school is closed or unavailable due to COVID-19	Inform your supervisor/Department Head/City Administrator immediately.  See your health care provider  If the City orders you to go home/stay home: + You may be able to work remotely + You may apply for Federal Paid Sick Leave and FMLA  Speak to your supervisor or Brenda Zeman (City Clerk). + You may be eligible for Federal Paid Sick Leave or extended FLMA under the FFCRA.	See "If you receive a positive COVID-19 test result."

## 39 of 52

# Wages and Benefits

- Wages Cost of Living Adjustment 0.6% 1
- Wages Granted Step Increases 5%<sup>1</sup>
- Wages Open Range Increases 3%<sup>1</sup>
- Wages Police Department Union Pay Scale 4%1
- Merit Increases not yet budgeted (will be in Contingency)
- Elected Officials may want an increase this year.
- One less workday this year
- 2 Elections in 2021, compared to 4 in 2020
- Health Insurance 5% î ,will not have accurate numbers until early September
- Disability removed (continuation of premium holiday)
- Retirement Benefits\_Public Safety 0.10% 1
  - o Due to PD turnover, net impact is lower
- Retirement Benefits\_General 0.00%
- Overtime is down, except PD \$8K1
- Parks added 78 hours of mowing, but reduced OT
- Library added 1.33 hours per week for PT personnel
- FD requesting wage \$ for internship program

# Levy

- Equalization Factor 0.876533032, down from 0.939350681
- 0.03% Net New Construction (Results in \$1,888.61 for Operating..see below)
- Preliminary Levy Limit (prior to personal property tax adjustment) \$8,880,742, prior year \$8,789,324 Growth in Levy \$91,418 (Debt \$89,529.39 & Operating \$1,888.61)
- MILL Rate 11.43 PY 11.33
- Dollar change in each \$0.01 of MILL Rate \$7,765.98

# Revenue & Expenses

- Interest Income \$100K
- We haven't heard about changes with State revenues
- If Ambulance moves into FD, potential revenue
- Full year of vehicle registration fee \$20K \$30K<sup>1</sup>
- CDA Director expressed needing an increase, not factored yet
- Recommend Operating Expenses Growth 0%
- RFP Audit Services may impact expenditures
- RFP Property Insurance may impact expenditures
- Insurance 1 (Auto, Liability, WC)
- Revaluation \$80,500 remaining balance owed
- Fund Balance excess over 25% \$526,927, down from \$600,504 in 2020

# **COLA Analysis**

Year	SS	City	Accumulated Overage/ (Deficit)
2018	2.00	1.00	(1.00)
2019	2.80	2.00	(1.80)
2020	1.60	2.50	(0.90)
2021	0.30	0.60	(0.60)

Source: Social Security, "History of Automatic Cost-of-Living Adjustments (COLA)" Not available until October. <a href="https://www.ssa.gov/cola/">https://www.ssa.gov/cola/</a>

# Dept

		2021	2020	Difference	% Change	
	Grand Total	City Total	City Total			
Data						
110 Salaries	3,414,187	3,206,830	3,105,388	101,442	3.27%	mostly Police contract increase
120 Wages	3,468,505	2,560,577	2,592,318	-31,741	-1.22%	Employee turnover. 1 less work day, only 2 elections
122 Overtime	186,258	124,363	120,089	4,274	3.56%	Police increase
129 Longevity	21,100	17,428	17,520	-92	-0.53%	
130 FICA	537,439	450,819	443,897	6,922	1.56%	
131 Retirement	780,303	683,943	680,667	3,276	0.48%	
132 Health	1,445,889	1,146,645	1,174,720	-28,075	-2.39%	Employee changes down (Police, Zoo) includes 5% increase
133 Life	2,470	1,901	1,755	147	8.35%	
134 ICI	0	0	0	0	#DIV/0!	2021 Premium holiday
140 Commission	20,195	17,735	17,735	0	0.00%	
150 Exp Allow	21,600	21,600	21,600	0	0.00%	
180 Clothing	6,420	5,070	5,070	0	0.00%	
121 Shift Sup	6,300	6,300	7,200	-900	-12.50%	
123 Holiday	43,200	43,200	40,500	2,700	6.67%	
126 Alloc Wages	72,705	72,705	77,895	-5,190	-6.66%	Fire calls/training
346 Uniform	20,500					
Grand Total	10,047,071	8,359,117	8,306,354	52,763	0.64%	Net Increase

WageBenefit2021 Page 1

#### City of Baraboo Tax Levy Calculation Worksheet

Step 1:

Preliminary Equalized Value TID Out
Preliminary Equalized Value TID In
Preliminary Manufacturing EV Class 3

Preliminary Manufacturing EV Personal Property
Preliminary Approved Levy from Levy Limit Worksheet
Brenda's 2020 Summary for Statement of Assessment

Estimated 2020 Statement of Changes in Equalized Values by Class and Item (Or Tyler Technologies' Report)

				0.876533031859000	818,675,803.68	Actual	-							
									2021 Tax	2020 Tax		2021	2020	Percentage
2018 Taxing		Equalized Value		Equalized Value TID			Assessed Value		Rate	Rate	Change in Tax	Percentage	Percentage	Change of
Jurisdiction	Approved Levy	TID Out	Interim Rate	In	Amount to Levy	Tax Increment	(estimated)	Tax Rate	(Rounded)	(Rounded)	Rate	of Dollar	of Dollar	Dollar
COUNTY			-		-	-		-	-	4.54	(4.54)	-	16.82	(100.00)
CITY	8,880,742.00		0.010022654		9,361,089.68	480,347.68		0.011434428	11.43	11.33	0.10	42.37	41.98	0.92
SCHOOL			-		-	-		-	-	10.18	(10.18)	-	37.72	(100.00)
VOC SCHOOL			-		-	-		-	-	0.94	(0.94)	-	3.48	(100.00)
Subtotal	8,880,742.00	886,066,900.00	0.010022654	933,993,100.00	9,361,089.68	480,347.68	818,675,803.00	0.011434428	11.43	26.99	(15.56)	42.37	100.00	(57.63)
STATE	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
TOTAL	8,880,742.00	886,066,900.00	0.010022654	933,993,100.00	9,361,089.68	480,347.68	818,675,803.00	0.01	11.43	26.99	(15.56)	42.37	100.00	(57.63)
less School Credit	-	-	-	-		-	-	-	-	-	-			
Total Tax Rate	8,880,742.00	886,066,900.00	0.010022654	933,993,100.00	9,361,089.68	480,347.68	818,675,803.00	0.01	11.43	26.99	(15.56)			

Note: Statement of Assessment does not include manufacturing so the following calculation is needed

					Assessed Value
	Manufacturing	Estimated Equalization	Estimated		Estimated to Cell
	Equalized Value	Factor	Assessed Value	Brenda's SOA	H7
Manufacturing-Class 3	39,200,700		34,360,708		
Manufacturing Total Personal Property	2,467,500		2,162,845		
	41,668,200	0.8765330318590	36,523,553	782,152,250	818,675,803

**Estimated Equalization Factor** 

Dollar Change in Each \$0.01 of MILL Rate

_	Dollar Change in Each	\$0.01 OF WILL Ra	ie .
Dollar Change in 6	each \$0.01 of MILL Rate	\$	7,765.98
Projected MILL Ra	ate	11.43	
Mayor's Goal for N	/ILL Rate	11.33	
	Change	(0.10)	(10.00)
	Levy Impact	\$	(77,659.80)

City's MILL Rate				43	of 52
	2017	2018	2019	2020	2021
	10.54	11.14	11.08	11.33	11.43

Uses of Fund Balance during 2020	
	2.500
Administrator Recruitment	2,500
Interim City Administrator	37,000
	-
	-
	-
	-
	-
	-
	-
	\$ 39,500
Fund Balance Applied:	
Fund Balance, beginning	\$ 3,782,070
Uses of Fund Balance during 2020	39,500
General Fund 2020 budgeted expenditures	12,862,573
% of Fund Balance	29.10%
Amount over 25%	\$ 526,927
Additional amount added/(subtracted) to maximize expenditure restraint	\$ -
Fund Balance available for 2021 budget	\$ 526,927

## **Airport Budget Consideration:**

From: Kaarto, Kim - DOT < <a href="mailto:Kim.Kaarto@dot.wi.gov">Kim.Kaarto@dot.wi.gov</a>>

Sent: Thursday, August 06, 2020 8:37 AM

To: Geick, Edward < <a href="mailto:egeick@cityofbaraboo.com">egeick@cityofbaraboo.com</a> ; Pinion, Tom < <a href="mailto:tpinion@cityofbaraboo.com">tpinion@cityofbaraboo.com</a> >

Cc: Bill Murphy < bill@baraboodellsairport.com >

Subject: FW: 2021 Discretionary for Master Plan: Baraboo

Mark Graczykowski is the new program engineer, taking over the position from Mary Strait after her retirement. Mark has been working with FAA on some planning work and contacted me regarding the possibility of a Master Plan being done for the airport.

I have been asked to contact the city about the possibility of moving forward with this project. I don't have all the specifics because the coordination with FAA was done with Mark but I would still be the main contact regarding the project... but here is what I know so far:

"In 2021 we are hoping to try something new and get a planning discretionary grant for several airport master plans. The ADO agreed this would encourage airports to do a master plan, but could leave their entitlements for other projects/needs.

Based on previous discussions, we have picked Baraboo as one of the airports to include in 2021."

Is the city interested in this project? Would the city have their 5% sponsor share for the work (roughly \$8,500 a year)? This work we be under contract in 2021 with the actual work being done in 2022 and 2023.

Please review and let me know your thoughts. I'd like an answer by 8/17 if possible about this project. If you have questions, contact me...

## **Budget Consideration for Swimming Pool Project:**

With talk about Goal Setting and Capital budgets through 2024, I wanted to let you know that the swimming pool should have some consideration coming up. I began talking about this 3 years ago through the goal setting process and through Parks Commission meetings. We finally did get to have a pool study done, which recommended full replacement of the entire pool at \$7 million, but did note that the needed areas of immediate concern, safety and non-compliance could be renovated (while keeping existing structures) at \$3 million. The Commission favored the replacement at \$7 million, but concerns over so much fundraising in the community coupled with taxpayers already supporting school referendum projects, City Hall/Police Station and Library, with Fire Dept next on horizon – coupled with most in the public input session asking to save the historic structure since it was "good enough for them to swim in 60 or 70 years ago, so it's good enough for their grandkids" – which has made them hesitant to give any solid direction on doing anything with the 84 year-old pool.

I am not a swimmer, and my job would be easier without worrying about managing a swimming pool, but my position requires that I advise the City on facility needs regardless of my own interests, and I echo that there is a reason that communities look to replace their facilities after 50-60 years...having an 80+ year old pool is cool, but unheard of in the upper Midwest. There will be a day, whether next year or 5 years down the road, that our pool will be unable to open due to safety concerns or inability to meet code. It's my job to tell the community that we are at a place where we need a plan to address this if they want to continue to have an outdoor pool facility.

I've also recently suggested looking into a pool referendum. Kennie met with me at the pool and shortly before she left, she indicated that she wasn't too keen on the idea, but agreed we need to invest some time and money in the pool. The Parks Commission was lukewarm at best when I asked for their opinion on whether a non-binding referendum question should be recommended to Council.

I'm only mentioning this as we discuss Capital budgets through 2024. We should keep that in the back of our minds, and maybe if a \$3 million or \$7 million project fits in somewhere (assuming we can get significant donations to help with that cost) I'd like to have options for Council to see what things might look like if we were to replace the pool with a safer, more efficient and accessible facility.

Just keeping Pool needs in the back of everyone's minds...

Mike Hardy, CPRP/CPSI, Director
ISA Certified Arborist-Municipal Specialist WI-0871AM
City of Baraboo Parks, Recreation & Forestry Dept.
124 2<sup>nd</sup> Street
Baraboo, WI 53913
608-355-2760
www.cityofbaraboo.com/parksandrecreation

2021
2021

Year

Row Labels	Designated	Grant		Taxes	Trade In	Utility	New Debt	PY De	bt Proceeds	G	rand Total
Administration											
Information Technology			\$	25,000.00						\$	25,000.00
Copy Machine			\$	10,000.00						\$	10,000.00
CDA			<b>—</b>	. 0,000.00						· ·	. 0,000.00
Corson Square Betterments		\$ 15,000.00								\$	15,000.00
Corson Square Kitchen		\$ 25,000.00								\$	25,000.00
Donahue Betterments		\$ 10,000.00								\$	10,000.00
Emergency Mgt		Ψ 10,000.00								Ψ	10,000.00
Repair Installment			\$	5,000.00						\$	5,000.00
Engineering			Ψ	3,000.00						Ψ	0,000.00
Annual Sidewalk Projects			\$	75,000.00						\$	75,000.00
Annual Street Projects			Ψ	70,000.00				\$	325,000.00	\$	325,000.00
20% of STH 33 Design Costs per SMA			\$	55,000.00				Ψ	020,000.00	\$	55,000.00
Fire			Ψ	33,000.00						Ψ	33,000.00
Equipment Replacement Fund			\$	200,000.00						\$	200,000.00
Library			Ψ	200,000.00						Ψ	200,000.00
Library Expansion \$	4,000,000.00						\$ 6,000,000.00			\$ 10	0,000,000.00
Parks	1,000,000.00						ψ 0,000,000.00			ΨΠ	2,000,000.00
Truck			\$	40,000,00	\$ 4,000.00					\$	44,000.00
Bobcat Toolcat (Cost Share w/ PW)			\$	32,500.00	Ψ 1,000.00					\$	32,500.00
Maxwell-Potter Bridge Parking Lot			\$	27,000.00						\$	27,000.00
Ritzenthaler Playground Replacement			\$	30,000.00						\$	30,000.00
Attridge Park SplashPad Engineering			\$	48,000.00						\$	48,000.00
Police			Ψ	10,000.00						Ψ	10,000.00
(3) Vehicles/Bicycles			\$	86,000,00	\$ 12,000.00					\$	98,000.00
Public Works			<b>—</b>	00,000.00	Ψ :=,000:00					· ·	33,333.33
Annual Street Maintenance			\$	250,000.00						\$	250,000.00
Equipment Replacement Fund			\$	100,000.00						\$	100,000.00
Bobcat Toolcat (Cost Share w/ Parks)			\$	32,500.00						\$	32,500.00
Replacement 1994 Ford L-8000			\$	165,000.00	\$ 10,000.00					\$	175,000.00
Replacement (2) 2011 Ford F-550, 4WD			\$		\$ 10,000.00					\$	65,000.00
Replacement (3) 2011 Ford F-550, 4WD			\$		\$ 10,000.00					\$	65,000.00
Replacement (1) 2011 Ford F-550, 4WD			\$	65,000.00	Ψ . σ,σσσ.σσ					\$	65,000.00
Sewer Utility			· ·	,						· ·	22,222.22
Collection System Rehab						\$ 85,000.00				\$	85,000.00
WRRF Screening System						\$ 80,000.00				\$	80,000.00
WRRF HVAC Replacement						\$ 8,000.00				\$	8,000.00
Stormwater Utility						, -,				•	.,
Equipment Replacement Fund						\$ 45,000.00				\$	45,000.00
Stormwater Management Facility Improvement						\$ 100,000.00				\$	100,000.00
Water Utility						ψ .σο,σοσ.σο				· ·	.00,000.00
Hydrants/Services/Meters						\$ 95,000.00				\$	95,000.00
Main Replacements						\$ 160,000.00				\$	160,000.00
Meter/MXU						\$ 20,000.00				\$	20,000.00
Office Computers						\$ 4,500.00				\$	4,500.00
TGB Water Meter Base						\$ 40,000.00				\$	40,000.00
Water Storage Rehab Engineering						\$ 25,000.00				\$	25,000.00
Grand Total \$	4 000 000 00	\$ 50 000 00	\$ 1	356 000 00	\$ 46 000 00		\$ 6,000,000.00	\$	325 000 00	\$ 1	2,439,500.00

Sum of Rev Amount	Revenue	e Sources							47 -4 50		
oun of Rev Amount	Revenue	odurces			Other_Villa						
				Other_Sauk							
Row Labels	De	signated	Grant	County	Delton	Taxes	Trade In	Utility	New Debt	Gra	and Total
Administration											
Information Technology						\$ 25,000.00				т	25,000.00
Copy Machine						\$ 10,000.00				\$	10,000.00
Airport											
AIP 14-Block Grant_Construct North Terminal Area	\$	4,167.00	\$158,333.00		\$ 4,167.00					т	166,667.00
AIP 14-Block Grant_Construct Terminal Building	\$	4,167.00	\$158,333.00		\$ 4,167.00					\$ 1	166,667.00
Campus											
Theater and Arts Renovation				\$400,000.00					\$ 400,000.00	\$ 8	300,000.00
CDA											
Corson Square Betterments			\$ 15,000.00							\$	15,000.00
Corson Square Kitchen			\$ 25,000.00							\$	25,000.00
Donahue Betterments			\$ 10,000.00							\$	10,000.00
Emergency Mgt											
Repair Installment						\$ 5,000.00				\$	5,000.00
Engineering											
Annual Sidewalk Projects						\$ 75,000.00				\$	75,000.00
Annual Street Projects									\$ 750,000.00		750,000.00
20% of STH 33 Design Costs per SMA						\$ 55,000.00					55,000.00
Fire											
Equipment Replacement Fund						\$200,000.00				\$ 2	200,000.00
Parks											
Attridge Park Restrooms/Shelter	\$	32,500.00	\$ 32,500.00							\$	65,000.00
Campbell Park Playground Replacement						\$ 28,000.00					28,000.00
Civic Center Truck Replacement						\$ 24,000.00	\$ 4.000.00				28,000.00
Public Works						7	¥ ,				
Annual Street Maintenance						\$250,000.00				\$ 2	250,000.00
Equipment Replacement Fund						\$100,000.00					100,000.00
Sewer Utility						*,					, , , , , , ,
Crossconnection elimination								\$ 50,000.00		\$	50.000.00
Manhole Lining and replacements								\$ 85,000.00		т	85,000.00
Stormwater Utility								Ψ 00,000.		_	00,000.11
Equipment Replacement Fund								\$ 45,000.00		\$	45,000.00
Stormwater Management Facility Improvement								\$100,000.00			100,000.00
Water Utility								Ψ 100,000.00		Ψ .	00,000.00
Water Storage Rehab								\$350,000.00		\$ 3	350,000.00
Grand Total	\$	40 834 00	\$ 399 166 00	\$400,000,00	\$ 8 334 00	\$ 772 000 00	\$ 4 000 00		\$ 1,150,000.00		•
Grand Potal	Ψ	40,054.00	\$ 555,100.00	φ 400,000.00	φ 0,554.00	\$772,000.00	Ψ 4,000.00	φ 050,000.00	φ 1,130,000.00	Ψ 5,-	04,554.00

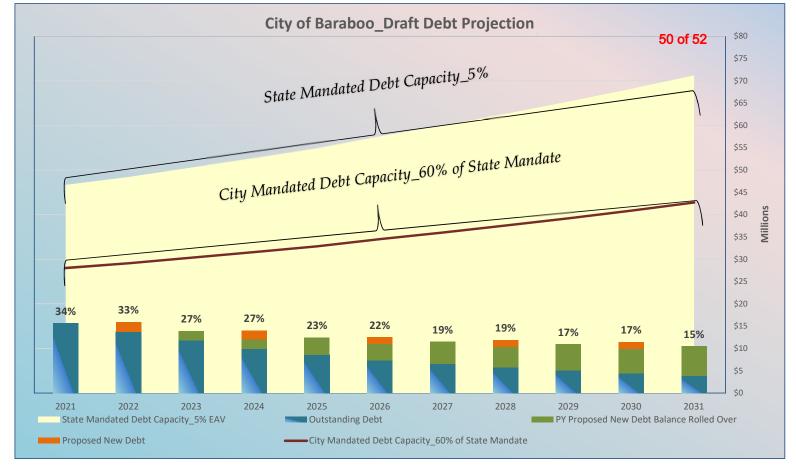
**Year** 2023

Sum of Rev Amount	Rev	venue Sources		48 of 52					
				Other_Villag e of Lake					
Row Labels		Designated	Grant	Delton	Taxes	Utility	PY Debt Proceeds	G	rand Total
Administration									
Information Technology					\$ 25,000.00			\$	25,000.00
Airport									
AIP 15-Block Grant_Construct Access Road	\$	13,750.00	\$ 47,500.00	\$ 13,750.00				\$	75,000.00
AIP 15-Block Grant_Reconstruct & Expand Auto Parking Lot			\$475,000.00					\$	475,000.00
Emergency Mgt									
Repair Installment					\$ 5,000.00			\$	5,000.00
Engineering									
Annual Sidewalk Projects					\$ 75,000.00			\$	75,000.00
Annual Street Projects							\$ 750,000.00	\$	750,000.00
20% of STH 33 Design Costs per SMA					\$ 55,000.00			\$	55,000.00
Fire									
Equipment Replacement Fund					\$200,000.00			\$	200,000.00
Parks									
City View Park ADA Fishing Pier	\$	20,000.00						\$	20,000.00
Ochsner Park Playground Replacement					\$ 45,000.00			\$	45,000.00
Mower Replacement					\$ 32,000.00			\$	32,000.00
Sewer Utility									
Crossconnection elimination						\$ 50,000.00		\$	50,000.00
Manhole Lining and replacements						\$ 85,000.00		\$	85,000.00
Stormwater Utility									
Equipment Replacement Fund						\$ 45,000.00		\$	45,000.00
Stormwater Management Facility Improvement						\$100,000.00		\$	100,000.00
Grand Total	\$	33,750.00	\$ 522.500.00	\$ 13,750.00	\$ 437.000.00	\$ 280,000.00	\$ 750,000.00	\$ 2	2,037,000.00

2024

Year

1										
Sum of Rev Amount	Revenu	ue Sources		Othe	r_Village					
					f Lake					
Row Labels	D	Designated	Grant	D	elton	Taxes	Utility	New Debt	q	Grand Total
Administration										
Information Technology						\$ 25,000.00			\$	25,000.00
Airport										
AIP 16-Block Grant_Reconstruct N Parallel Taxiway, Including Lighting Replacement	\$	28,250.00	\$ 1,073,500.0	10 \$ 28	8,250.00				\$	1,130,000.00
AIP 16-Block Grant_Wildlife Study	\$	300.00	\$ 5,700.0	0 \$	300.00				\$	6,300.00
Engineering										
Annual Sidewalk Projects						\$ 75,000.00			\$	75,000.00
Annual Street Projects								\$ 750,000.00	\$	750,000.00
Fire										
Equipment Replacement Fund						\$ 200,000.00			\$	200,000.00
Fire & EMS Station								\$ 10,000,000.00	\$ 1	0,000,000.00
Parks										
Mary Hoppe Park Playground Replacement						\$ 28,000.00			\$	28,000.00
Arboretum Phase 2 Construction	\$	17,500.00	\$ 17,500.0	0					\$	35,000.00
Forestry Truck Replacement						\$ 32,000.00			\$	32,000.00
Sewer Utility										
Crossconnection elimination							\$ 50,000.00		\$	50,000.00
Manhole Lining and replacements							\$ 85,000.00		\$	85,000.00
Stormwater Utility										
Equipment Replacement Fund							\$ 45,000.00		\$	45,000.00
Stormwater Management Facility Improvement							\$ 100,000.00		\$	100,000.00
Grand Total	\$	46,050.00	\$ 1,096,700.0	0 \$ 28	8,550.00	\$ 360,000.00	\$ 280,000.00	\$ 10,750,000.00	\$ 1	2,561,300.00



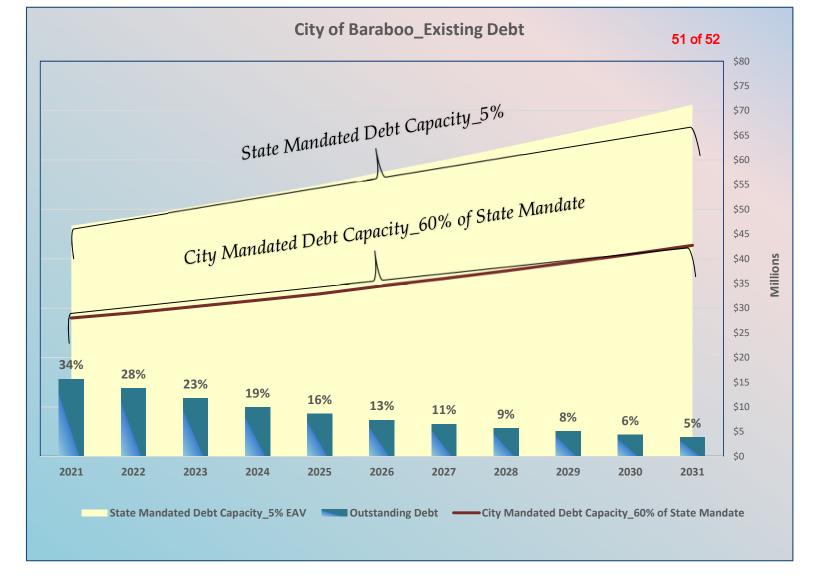
## **Proposed Projects Funded with New Debt**

Year	Amount	Project Description	
2022	\$ 307,000.00	Library Expansion (Annual Debt Payment on \$6M) *	
2022	\$ 400,000.00	UW Theater & Arts Renovation	
2022	\$ 1,500,000.00	Street Projects (Includes 2023 projects)	
2024	\$ 512,000.00	Fire & EMS Station (Annual Debt Payment on \$10M) **	
2024	\$ 1,500,000.00	Street Projects (Includes 2025 projects)	
2026	\$ 1,500,000.00	Street Projects (Includes 2027 projects)	
2028	\$ 1,500,000.00	Street Projects (Includes 2029 projects)	
2030	\$ 1,500,000.00	Street Projects (Includes 2031 projects)	
2032	\$ 1,500,000.00	Street Projects (Includes 2033 projects)	
2034	\$ 1,500,000.00	Street Projects (Includes 2035 projects)	
2036	\$ 1,500,000.00	Street Projects (Includes 2037 projects)	

## **Debt Capacity Assumptions:**

- 1. Equalized value % change from prior year is an average of the previous 5 years and levels out in year 2050 at 1.043888.
- 2. Assessed value % change from prior year is an average of the previous 5 years and levels out in year 2046 at 1.030025.
- 3. Proposed new bond debt repayment term is based on 20 years.
- 4. The projection takes into consideration principal payments each year on proposed debt.
- 5. The first payment on proposed new debt to occur in subsequent year.
- Exsiting Public Safety Building: The line of credit for the annual lease payment is roughly \$560K through 2028, then roughly \$510K each year thereafter until 2058.
- \* 7. Library 2022 as USDA Loan @ 3.5% interest. The line of credit for the annual lease payment is roughly \$307K through 2030, then roughly \$279K each year thereafter until 2062.
- \*\* 8. Fire & EMS Station 2024 as USDA Loan @ 3.5% interest. The line of credit for the annual lease payment is roughly \$512K through 2030, then roughly \$465K each year thereafter until 2064.

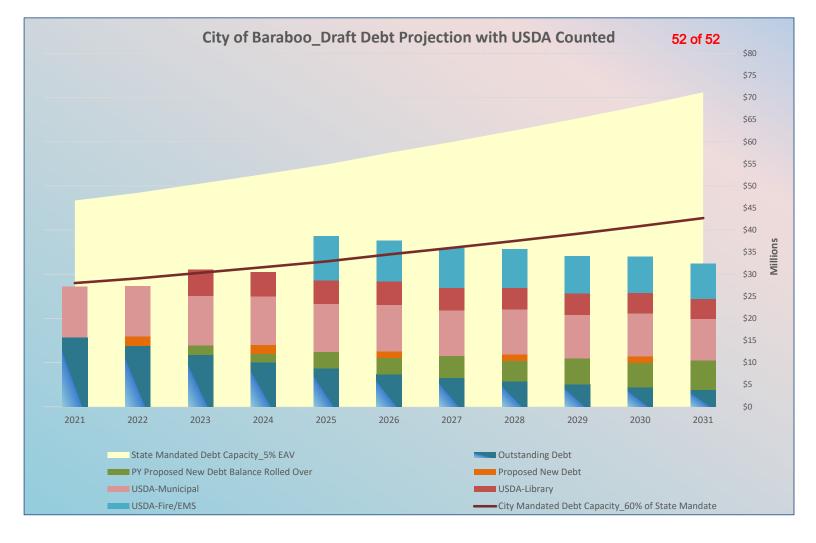
Created by: Finance Director 8/6/2020



# **Current Outstanding Debt Maturity:**

Board of Commissioners of Public Lands Trust Fund_2015	2021
Community First Bank Note	2023
Baraboo State Bank, Unfunded Pension Liability_Refinanced	2023
Series 2013B	2025
Series 2012A	2026
Series 2013A	2026
Series 2014A	2028
Series 2019A	2030
Series 2015A	2035
Series 2016A	2035
Series 2018A	2038
Series 2020A	2040
Line of Credit (Municipal Building)	2058

Created by: Finance Director 8/5/2020



Created by: Finance Director 8/6/2020